



## **SENIOR EMPLOYMENT & TRAINING SPECIALIST** -

Lewis County Department of Social Services

Lewis County is currently seeking a full-time Senior Employment & Training Specialist. This position exists in the Employment and Training Office within the Department of Social Services and involves responsibility for the development and coordination of employment and training services for participants enrolled in the program. Starting salary is \$26.16/hr. with excellent benefits and NYS retirement.

### **MINIMUM QUALIFICATIONS:**

**Promotion:** Two years of permanent competitive status as an Employment and Training Specialist in the Lewis County Department of Social Services.

**Open- Competitive:** Either

(A) Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree in accounting, business administration, social sciences, human services, education or other closely related field structured to prepare individuals for work in the field of counseling, guidance, psychology or social work, or education, and two (2) year(s) full time job experience as a Caseworker, or work in employment program development and analysis, personnel counseling or placement, public or business administration, economics or labor relations, or related field; or

(B) Graduation from a regionally accredited or New York State college or university with an associate's degree in accounting, business administration, social sciences, human services, education or other closely related field structured to prepare individuals for work in the field of counseling, guidance, psychology or social work, or education, or a closely related field and four (4) years full time job experience as a Social Services Program Examiner, or work in employment program development and analysis, personnel counseling or placement, public or business administration, economics or labor relations, or related field; or

(C) An equivalent combination of training and experience as defined within the limits of (A) and (B) above.

### **Civil Service Exam required for permanent appointment.**

Forward application to: Caitlyn Smith, HR Director, 7660 N. State St. Lowville, NY 13367, or via email at [civilservice@lewiscounty.ny.gov](mailto:civilservice@lewiscounty.ny.gov).

Applications and full job description can be found at [lewiscountyny.gov](http://lewiscountyny.gov) under the jobs link or at the Civil Service/HR office. EOE

