

Warren County Human Resources  
602 West Ridgeway Street  
P.O. Box 619  
Warrenton, NC 27589



Monday - Friday 8:30am to 5:00pm  
Telephone: (252) 257-7132  
Facsimile: (252) 257-5971  
www.warrencountync.com

## **EMPLOYMENT OPPORTUNITY WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES**

**POSITION:** Income Maintenance Caseworker II

**DUTIES:** Interviews applicants for assistance in order to determine eligibility for Family & Children's Medicaid services; verifies and documents information obtained during interviews; processes applications; maintains active cases to reflect changes in circumstances; re-determines eligibility as needed; enters client information into the NC FAST database; performs other duties as required.

**EDUCATION/EXPERIENCE:** Graduation from high school and one year of experience as an Income Maintenance Caseworker; or any combination of education and experience equivalent to graduation from high school and one year of income maintenance experience.

**SALARY:** \$28,948 annually

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North Carolina State applications (PD-107) will be accepted until **Friday, June 1, 2018** at the Division of Workforce Solutions (formerly the Employment Security Commission), 309 N. Main Street, Room 123, Warrenton, North Carolina 27589 or at the Warren County Human Resources Department, 602 W. Ridgeway Street, Warrenton, NC 27589. Applications are available at [www.warrencountync.com](http://www.warrencountync.com).

*Warren County is a drug free workplace. Positions designated (\*) as Safety Sensitive require pre-employment drug testing. In compliance with the Immigration Reform and Control Act of 1986, Warren County will employ only those individuals who are U.S. citizens or legal aliens authorized to maintain employment in the United States.*

**Warren County is an Equal Opportunity Employer**

**TDD 1-800-735-2962**

