

Employment Opportunity

Halifax County North Carolina

"Where the Spirit of Independence was Born"



Please Post

<http://www.halifaxnc.com>

Social Worker II (Day Care Services) Posting # 631096-2475

Description: This position provides services available through Child Care funds to assist in the coordination of the activities of the program. Duties involve the determination of eligibility for child day care services and keying this data into the NCFASST System. Other responsibilities include backup tasks to determine the initial and on-going eligibility for clients requesting and receiving Work First Family Assistance (WFFA) / Employment Services; and performing related tasks as required.

Requirements: Bachelor's degree in social work from an appropriately accredited institution; *OR* bachelor's degree in a human services field from an appropriately accredited institution and one year of directly related experience; *OR* bachelor's degree from an appropriately accredited institution and two years directly related experience; *OR* an equivalent combination of education and experience. *In accordance with State mandates and the Halifax County Emergency Operations Plan, Halifax County Social Services staff are required to staff emergency shelters during times of disaster. Please be advised that every staff person is eligible to be assigned to an emergency shelter, or Emergency Operations Center. Other requirements include possession of a driver's license valid in the state of N.C.*

Compensation: The hiring range for this position is \$ 36,298 - \$ 45,960. Halifax County provides a comprehensive employee benefits package, including membership in the N.C. Local Government Employees' Retirement System.

Application Requirements: An official completed Halifax County Application for Employment (HR1107) and college transcripts are required to fully evaluate your qualifications for this position. The completed application and supplemental materials must be received by 5:00 p.m. on or before the closing date; postmarks will not be accepted. All portions on the application, as they relate to your background, must be fully completed. Applications may not refer to a resume' or other enclosed documents (i.e. "see resume" or "see attached"), nor will these items be accepted in lieu of a completed application. We will be unable to consider incomplete submissions for this position. Unofficial transcripts (e.g. student copies) are acceptable for application purposes. If selected for employment, official transcripts will be required. A criminal background check will be required prior to hiring.

Closing Date: **Open Until Filled**

Apply To: Halifax County Human Resources Management
26 North King Street (*next to the Historic Courthouse*)
Post Office Box 646
Halifax, North Carolina 27839-0646
Telephone: (252) 583-1688

****Applicants That Do Not Meet the Full Qualification Requirements, May Be Offered a Trainee or Work/Against Appointment** (only for positions that are work against eligible)**

Halifax County is a drug-free workplace. A pre-employment drug test will be required of this position with the results being received (negative) prior to the first day of employment. In compliance with the Immigration Reform and Control Act of 1986, we will employ only those individuals who are U.S. citizens or legal aliens authorized to maintain employment in the United States.

EOE/M/F/V/D