

We're Hiring!

We are looking for a self-motivated and results-oriented person who wants to make a difference in the lives of children and their families.

Enforcement Case Manager/Investigator I



Wayne County
CSEA

Benefits to joining our team:

- Pay range is \$17.13-\$21.41/hour
- Full-time employment
- Impressive benefit package:
 - ❖ Health, vision, dental, life insurance, public retirement
- 11 paid holidays
- Vacation leave
- 15 paid sick leave days/year
- Healthy Work Life Balance

Position Overview:

The Enforcement Case Manager/Investigator I manages family support cases in accordance with federal, state and local laws and procedures. Provides information and assistance to individuals, including customers, courts, employers, financial institutions, etc. Conducts investigations to ensure compliance with family support obligations. Performs research to determine solutions in customers' cases. Processes and maintains documentation for family support cases. Keeps abreast of changes in the child support program, laws, policies and procedures. Other duties as assigned.

Minimum Qualifications:

Must be at least 18 years of age. Must possess a high school diploma and a valid drivers license. Applicants must pass a basic word processing/typing and mathematical skills assessment during the initial interview process and must pass a FBI/BCI background check prior to employment. Previous Child Support or ODJFS experience preferred.

How to apply:

- Mail or deliver cover letter, resume, and application to Wayne County Child Support Enforcement Agency, 428 W. Liberty St, Suite 11, Wooster OH 44691
- Attn: Nathan Franck, Assistant Director
or
- E-mail cover letter, resume, and application to Nathan.Franck@jfs.ohio.gov

Wayne County CSEA
is an Equal Opportunity Employer

The position is open until filled with priority consideration given to applications received by EOB Wednesday, November 22nd, 2023. Date posted: November 14, 2023.



SCAN ME