



Cuyahoga County Personnel Review Commission Eligibility List

Classification: Social Services Supervisor
Appointing Authority: Children and Family Services
Examination Date(s): January 3, 2019
Date List Established: January 11, 2019
Date List Expires: August 20, 2019
Status: Competitive
Examination Maximum Score: 80 Points
Examination Passing Score: 56 Points

<u>Rank</u>	<u>Last Name</u>	<u>First Name</u>	<u>Score</u>
1.	Hamilton	Angelina	70
2.	Ensley	Domonique	65
3.	Frank	Tricia	65
4.	Kelly-Cross	Christine	63
5.	Hillebrecht	Pamela	62
6.	McConnell	Mallory	62
7.	Goins-Jordan	Olivia	60
8.	Barnwell	Sharday	57
9.	Mason	Nona	57
10.	Dzurko	Tracy	57
11.	Bailey	Rosalind	57
12.	Farone	Jeanine	57
13.	Williams	Ronnettea	57
14.	Tate	Mi-Lin	57
15.	Junglen	Adrienne	56



CUYAHOGA COUNTY ANNOUNCES THE FOLLOWING CAREER OPPORTUNITY

Social Service Supervisor

Division of Children & Family Services
Location: 3955 Euclid Avenue
Cleveland, OH 44115

Salary: \$27.10 - \$30.20
Hourly Rate: \$56,368 - \$62,816

Reports to: Senior Social Service Supervisor
Hours: 8:30am - 4:30pm
Monday - Friday

This is a competitive, classified position. The Personnel Review Commission (PRC) will check your application to make sure you meet the minimum requirements. If you do, the PRC will invite you to take a civil service examination. The exam is specific to this position. Everyone who passes the exam goes on an eligibility list. To fill this opening, the PRC sends the hiring department and Human Resources (HR) a certified eligibility list with the top 25% candidates (or at least the ten highest scoring candidates, whichever is greater). HR helps the hiring department decide who from the certified list to follow up with for interviews and then a job offer.

REQUIREMENTS: Bachelor's degree in social work or related degree with three years of social work experience; or any equivalent combination of training and experience.

Preferred Requirements: Masters Degree in social work and minimum of two years of supervisory experience in child welfare or public human services agency.

RESPONSIBILITIES: Supervises unit of social services workers in a County human services division (e.g.- assigns and monitors cases, supervises and directs case activity; provides orientation and training to new workers; responds to employee problems and issues; reviews work completed; formally evaluates performance; conducts staff meetings to keep employees informed of changes in policies, procedures, programs or techniques; interviews applicants and makes recommendations for selection). Coordinates documentation and report preparation activities (e.g.- monitors, reviews and approves the completion of case records, prepares weekly, monthly and annual reports; maintains case management data; maintains various records. Consults with various individuals on social services issues (e.g.- advises division managers of service needs and makes recommendations for new programs and priorities; assists in the planning and development of new social service programs or policies; evaluates methods of delivery of social service programs and recommends more effective delivery systems; assists treatment team in implementing programs; coordinates services with other divisions or institutional units; coordinates services with community and local agencies to promote activities and develop resources; prepares and delivers speeches and training programs).

APPLICATION PROCEDURE: Please complete an on-line profile. Applications and resumes will only be accepted through the on-line process. All job offers are made with the understanding that prospective employees pass a drug test and a criminal background investigation prior to being hired.

Applications must be received by 4:30 pm, November 16, 2018

Reasonable accommodation is available to all employees and applicants. If you have a disability that needs to be accommodated, please contact the Department of Human Resources/ADA Coordinator at (216) 443-7190.

Please note that this position may be subject to an oath of office and/or bonding requirements pursuant to Chapter 107 of the

**Equal Opportunity Employer - Smoke-free and Drug-free Workplace.
Visit our website: www.cuyahogacounty.us**

Posted: 10/25/2018