

# VACANCY ANNOUNCEMENT

Date:

## Greene County Department of Social Services

227 Kingold Blvd; Suite A  
Snow Hill, NC 28580

**CLOSING DATE:**

**Until Filled**

### INCOME MAINTENANCE SUPERVISOR II - MEDICAID

Position #: 179-02-804 Salary Grade: 67

Hiring Salary: \$41,557 Starting salary may be lower if not fully qualified

Permanent Full Time: 8 am to 5 pm Monday through Friday

### DESCRIPTION

The primary purpose of this position is to provide overall management to the agency's Medicaid programs and staff. This position ensures that all programs and services in the work group are provided according to programmatic policies of the federal, state and county governments, as well as the policies approved by the County Board of Social Services. This position is responsible for planning, organizing, directing and leading the activities related to the Medicaid programs ensuring the overall quality of the delivery of professional human services. This position is responsible for providing educational, supportive and administrative supervision to the workgroup. This individual is a member of the agency's management team and is involved to a high degree in a participatory management style with the Director. This position interacts frequently with other supervisory positions within the agency.

### EDUCATION AND EXPERIENCE

The applicant must meet minimum level of requirements for an IMC I and have three years of experience as and IMC, IM Investigator, ES or ES Investigator.

### HOW TO APPLY

### A STATE (PD-107) APPLICATION FORM IS REQUIRED.

You may download the State (PD-107) application form from the Greene County site at:

<https://greenecountync.gov/departments/social-services/>. Select DSS NCPD107 Job Application.

**Applications must be completed in full. Do not leave any boxes blank - fill with N/A when needed. Do not write "see resume" in lieu of filling out the education and work history. Application must be signed to be considered.**

Please mail applications and transcripts to the attention of Greene County HR 229 Kingold Blvd; Suite D Snow Hill, NC 28580. Application may be e-mailed to [human.resources@greenecountync.gov](mailto:human.resources@greenecountync.gov).

*We are an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.*