



Franklin County
Department of Job & Family Services
1721 Northland Park Ave.
Columbus, Ohio 43229

J O B A N N O U N C E M E N T

POSITION TITLE: Investigator 2 **PCN:** 100633
(Bargaining)

DEPARTMENT/Location: Northland – Quality Support Services **P. R.:** O4
Overpayment Recovery Unit

REPORTS TO: Investigator Supervisor 1

RESPONSIBILITIES: Conduct investigations of fraudulent or improper payments. Gather evidence, research case files and computer records, public records, state local and federal rules and regulations governing Public Assistance/Food Assistance/Medicaid programs. Review other public and private agency records. Notify case managers of newly obtained eligibility information. Determine amount of over/under payment and whether or not public assistance was obtained fraudulently. Prepare summaries of findings following established rules and regulations. Complete appropriate claim determination of referred cases and initiate collection letters. Prepare for and attend disqualification hearings or state hearings and give testimony. Attempt to secure promissory notes for collection. Answer questions and provide information to customers regarding over/under payments. Enter information in department database regarding establishment of over/under payments and complete routine statistical reports.

MINIMUM QUALIFICATIONS: An Associate’s degree in social work or related field is required; supplemented by two (2) years of experience in fraud investigation; or any equivalent combination of training and experience.

STARTING SALARY: \$14.57 per hour, plus a Comprehensive Benefits Package
180 day probationary period

DATE POSTED: Wednesday, September 21, 2016

DEADLINE TO APPLY FOR INTERNAL APPLICANTS ONLY: Tuesday, September 27, 2016

DEADLINE TO APPLY FOR EXTERNAL APPLICANTS: Tuesday, October 4, 2016

If interested, please go to <http://commissioners.franklincountyohio.gov/hr/> and apply on-line.

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