



**COUNTY OF FRESNO**  
invites applications for the position of:

## **SOCIAL WORKER I**

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**SALARY:** \$17.79 - \$22.74 Hourly  
\$1,423.00 - \$1,819.00 Biweekly  
\$3,083.17 - \$3,941.17 Monthly  
\$36,998.00 - \$47,294.00 Annually

**OPENING DATE:** 11/06/15

**CLOSING DATE:** 11/20/15 04:00 PM

**POSITION DESCRIPTION:**

**APPLICATIONS MUST BE SUBMITTED ONLINE ONLY**

**FALL 2015 GRADUATES ENCOURAGED TO APPLY**

**WRITTEN EXAM TENTATIVELY SCHEDULED FOR THURSDAY, DECEMBER 10, 2015**

The **Fresno County Department of Social Services** has excellent and rewarding career opportunities available to individuals interested in providing a variety of social work services throughout the Fresno County area. **Social Workers** assist social service clients to cope with or reduce social, economic, environmental or emotional problems. This is accomplished through interviewing; individual case counseling; use of community resources; advocacy services; and when necessary direct intervention on the individual's behalf.

**Social Workers may be required to work shifts as assigned, including nights, weekends and holidays. As a condition of employment, candidates may be required to undergo and pass a background investigation, polygraph examination and/or live scan fingerprint check.**

*The current vacancies exist within the Department of Social Services; however, the eligible list established from this recruitment may be used to fill both extra-help and permanently allocated positions in other County departments as they occur. Individuals selected for extra-help appointment may be transitioned to a permanently allocated position at a later date as authorized by the Fresno County Personnel Rules.*

Positions in this classification are in Medical Group I - Light Physical Activity (Personnel Rule 8). This group includes positions which require only light physical effort and may include lifting of small, light objects and some bending, stooping, squatting, twisting, and reaching. Considerable walking or standing may be involved.

Eligible candidates must perform the essential functions of the position or without reasonable accommodation.

**SAMPLES OF DUTIES:**

[Please click here to review the Samples of Duties.](#)

**KNOWLEDGE, SKILLS AND ABILITIES:**

[Please click here to review the Knowledge, Skills and Abilities.](#)

**MINIMUM QUALIFICATIONS:**

**Education:** Bachelor's Degree in Social Work, Sociology, Psychology or a closely related social/behavioral science field that is acceptable within the United States' accredited college or university system.

**License:** Possession of a valid Class "C" driver's license, or equivalent, may be required.

*Note:*

- Applicants must meet the minimum qualifications and filing requirements for this position by the filing deadline.
- A completed Fresno County employment application is required (must be current, complete, and accurate; amendments will not be allowed after the filing deadline).
- Please fully list your education and work experience; including current position. Failure to list current, complete, and accurate education/work experience within the job application (including employment with the County of Fresno) will result in the disqualification of your application.
- College/university transcripts may be requested to verify completion of the required degree.
- If qualifying as Fall 2015 graduate, a confirmation letter from your college or university must be submitted with your application by the filing deadline to confirm completion of your qualifying Bachelor's degree by Fall 2015.
- In the Education section of your application, please provide complete information for each school attended. Please provide the school's name, school's location, the type and number of units earned (semester or quarter), type of degree earned (bachelor's degree, master's degree, etc.) and which major or program was completed (Psychology, Social Work, etc.). Failure to completely list education within the job application will disqualify the applicant from consideration.
- If you have completed education in a foreign college or university and are using this education to meet the minimum qualifications, you must provide documentation that the foreign education is comparable to that received within the United States' accredited college or university system or your application will not be accepted. Documentation must be provided by the closing date and time of this recruitment. You may either attach a copy to your application, fax a copy to (559) 455-4788, Attn: Fine Nai, or hand deliver a copy to our office.
- Resumes and attachments are not accepted in lieu of a completed application.

### **SELECTION PROCESS:**

Depending upon the number of applications meeting the Minimum Qualifications and filing requirements, applicants may be scheduled for the process listed below:

- **Written examination.** Applicants meeting the minimum qualifications will be invited to participate in the written examination process. **The written examination is tentatively scheduled on December 10, 2015.** It is the applicant's responsibility to notify Personnel Services at (559) 600 - 1830 if the written notification has not been received one week prior to the exam date.

Successful candidates will be placed on an employment list effective for a minimum of 3 months (may be extended up to an additional 12 months), and certified in final rank order as vacancies occur.

### **REQUIRED APPLICATION MATERIALS:**

- **Fresno County Employment Application** (must be current, complete, and accurate; amendments will not be allowed after the filing deadline).
- **Supplemental Questionnaire.**
- *If qualifying as a Fall 2015 graduate, a letter confirming the completion of your Bachelor's degree by Fall 2015 must be submitted with your application or you may fax a copy of this letter to (559) 455-4788, Attn: Fine Nai, by the filing deadline.*

Please note: Applications must be submitted online only. Applications submitted via U.S. mail, in person, email or fax will not be accepted. Resumes or attachments will not be accepted in lieu of a completed application.

### **HOW TO APPLY:**

Applications for this recruitment must be submitted online only. Online applications may be found at: <http://agency.governmentjobs.com/fresnoc/>

Open Job Information Flyer and click "Apply" to begin the online application process. Failure to complete the job application or to follow the application instructions may result in the disqualification of the applicant. Amendments will not be accepted after the filing deadline.

Once the filing date has passed you may check the status of this recruitment at any time by logging on to: <https://www.governmentjobs.com/Applications/Index/fresnoc/>

Please be advised that it is the applicant's responsibility to notify Personnel Services of any mailing address and telephone number changes. Notices sent via U.S. mail from Personnel Services are not forwarded ("Return Service" is requested, therefore, mail will not be sent to a forwarding address).

The County of Fresno is an Equal Employment Opportunity Employer. It is the policy of Fresno County to provide employment opportunity for all qualified persons. All applicants will be considered without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, gender, gender identity, gender expression, marital status, ancestry, medical condition, genetic information, or denial of medical and family care leave, or any other non-job-related factor.

REASONABLE ACCOMMODATIONS - The County of Fresno is committed to providing reasonable accommodation to applicants as required by the Americans with Disabilities Act (ADA) and the Fair Employment and Housing Act (FEHA). Qualified individuals with disabilities who need a reasonable accommodation during the application, examination or selection process may contact *Personnel Services* at (559) 600-1830 at least five days prior to the scheduled date or deadline.

## EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

**Analyst: Fine Nai**

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County of Fresno, Personnel Services  
Employment Services Division  
2220 Tulare St., 14th Floor  
Fresno, CA 93721  
(559) 600-1830

Position #15-0210  
SOCIAL WORKER I  
FN

[Personnel-EmploymentServices@co.fresno.ca.us](mailto:Personnel-EmploymentServices@co.fresno.ca.us)

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### SOCIAL WORKER I Supplemental Questionnaire

\* 1. Are you applying for this position as a Fall 2015 graduate? If yes, a confirmation letter from your college or university must be submitted with your application to confirm the completion of your qualifying degree by Fall 2015.

Yes  No

\* 2. Some positions may require the ability to fluently speak, read, write and understand a language in addition to English. Please indicate below what other languages(s) you fluently speak, read, write and understand. If you check "Other", please answer the next question. Note: Consideration for bilingual positions will require bilingual certification testing.

- Spanish
- Cambodian
- Hmong
- Punjabi
- Lao
- Tagalog
- Vietnamese

- None
- Other

3. Other language(s) not listed above:

\* Required Question