

JFS Training Supervisor- Client Services (1710-12)

Deadline to Apply:

December 17, 2018

Work Location:

Hamilton County Job and Family Services
222 East Central Parkway
Cincinnati, OH 45202

Work Hours:

Full Time- 80 Hours Bi-Weekly

Starting Salary:

\$ 22.40 an Hour

NOTE: Applicants for positions with Hamilton County Job and Family Services are subject to background screening in accordance with the document: "[Offenses that May Disqualify Candidates for Employment.](#)" Convictions from this list may disqualify a candidate for employment with HCJFS.

Requirements (Education, Experience, Licensure, Certification):

- Bachelor Degree
- Two (2) years of experience in the program area assigned including.
- Or equivalent combination of formal education and experience.

Job Duties (Summary):

- Designs, develops, and conducts interactive training for newly hired and ongoing Income Maintenance staff. Conducts training on CRIS-E and other HCJFS computer applications. Supervises trainees in an on-the-job capacity. Completes assessments, evaluates and measures trainees' performance and training effectiveness. Partners with I.M. operating units to promote and ensure the transfer of learning. Participates in special assignments requiring expertise in IM policy and procedure.
- Attends necessary training as required.
- Performs other related duties as assigned