



Cuyahoga County  
Executive Chris Ronayne

Dept. of Health and Human Services  
Cuyahoga Job and Family Services

# Cuyahoga Job and Family Services

## Hiring Employment and Family Services Specialist

Do you have a passion for helping people grow? We want you to join our team of Employment and Family Service Specialists.

An Employment and Family Services Specialist will:

- ✓ Aide customers/applicants that call into the Eligibility Contact Center by answering questions, and taking appropriate actions on cases.
- ✓ Conduct interviews to determine eligibility for various federal, state, and county programs including but not limited to food assistance, cash assistance, Medicaid, and childcare; re-determines eligibility as required by each program
- ✓ Reviews and Processes verification forms and applications received through various electronic sources.

### REQUIREMENTS:

- ✓ Applicants must apply for the Employment & Family Services Specialist position (Job ID: 1668) prior to attending
- ✓ Applicants must have an associate degree and at least one (1) year of experience in a public service position **or** any equivalent combination of education and experience; **OR** three (3) years relevant direct services experience with Cuyahoga Job and Family Services.



Starting Wage: \$23.44/hour  
plus Comprehensive  
Benefit Package

Learn more about the position and apply now:

<https://bit.ly/3XTCiKg>

Job ID: 1668

For questions regarding this position, contact Talent Acquisition & Employment Specialist,  
Kristen Balash at [Kristen.Balash@jfs.ohio.gov](mailto:Kristen.Balash@jfs.ohio.gov).