

SACWIS Specialist

At Franklin County Children Services, we are committed to our Guiding Principles: We are Child Welfare Professionals; We Honor Families; We Value Every Child; We Value Partnerships.

The Agency is seeking a SACWIS Specialist to provide expertise and leadership regarding SACWIS functionality and its effective use to support FCCS business needs; analyze SACWIS data and system usage; identify opportunities to improve the use of SACWIS to support business activities, and then help implement solutions; help identify SACWIS-related training needs and, participate in developing solutions; perform quality assurance of SACWIS data and related documentation; and assist with data entry and/or correction as needed. Administers SACWIS security for FCCS; configures SACWIS as needed by FCCS; performs or delegates to others the SACWIS administrative functions (ex. setting up employees, building the agency unit structure, restricting cases, administrative case closure, merging data, disposing ticklers, etc.).

Advantages of Working at Franklin County Children Services:

- Health Care Benefits - Medical/Dental/Vision/RX/Mental Health/EAP
- Life Insurance Plans
- 10 Paid Holidays, 5 Personal Days and 2 Weeks' Vacation after your first year!
- We contribute 8.5% of your OPERS contribution
- Tuition Reimbursement
- College loan repayment and Perkins Loan Deferment/Pay-Off
- Longevity Pay/Length of Service Pay
- Opportunities for Advancement!

Qualifications:

- Six months experience as Management Analyst 1 or completion of undergraduate major program core course work in business administration, management science or public administration and six months experience in research & analysis and written documentation of findings or three years' experience in research & analysis and written documentation of findings.
- Successful applicants should have a thorough knowledge of Ohio SACWIS system.
- All positions are subject to a criminal background, fingerprinting, employment verification, and motor vehicle report check.
- Offers of employment are contingent on receipt of a negative pre-employment drug test.

How Do I Apply?

Please send resume and cover letter to fcshr@fccs.us.

You can view a complete position description and get additional details about openings on our website at <http://childrenservices.franklincountyohio.gov/about/employment.cfm>

AA/EEO