



SENECA COUNTY
JOB AND FAMILY SERVICES

Position Announcement

POSITION: Financial Assistance Technician (PCN 40018.0)

SALARY: Starting at \$34,964.80/year - \$16.81/hourly

POSTED: July 9, 2026 @ 3:15 p.m.

This position is responsible for assisting the supervisor with administrative and clerical duties

- FULL-TIME position, 40 hours per work week.
- This position may involve hours other than routine agency hours

Excellent Benefits Included:

- Medical, dental, and vision insurances
- Paid \$10,000 life insurance policy
- OPERS (Ohio Public Employees Retirement System)
- 13 paid holidays
- 2 weeks paid vacation time in first year
- Works 8:00 a.m. - 4:30 p.m.
- Possibility of sick leave incentive bonus
- Tuition reimbursement program
- Free Seneca County employee fitness center on premises
- 180-day probationary period

Qualifications:

- High School Diploma or GED
- Valid driver's license and auto insurance coverage needed.
- Candidate must pass a comprehensive background assessment.

APPLY on our website:

Employment Opportunities - <https://senecadjfs.com/home/seneca-county-djfs-job-openings/>

SCDJFS is an Equal Opportunity Employer.

****Posted for 40 business hours up to 60 calendar days.****