



NOTICE OF JOB VACANCY

MEDICAID WAIVER CASE AIDE

Provides data entry and monitoring of Medicaid eligibility through the MITS and Ohio Benefits (OB) computer systems. Facilitates program enrollment for PASSPORT and other waivers.

Requires excellent interpersonal skills and computer/data entry skills. Associates Degree in Human Services or 2 year degree with at least 1 year of experience in human services and experience with Medicaid in the State of Ohio preferred. Reliable transportation, insurance, and valid driver's license and successfully passing criminal background check and drug/alcohol screening required.

EEO/APP, Bilingual and minority applicants encouraged to apply.

Deadline for Application: Until Filled

<p>Submit resumes to: Samuel H. Hancock Ed.D. Human Resources Officer Area Office on Aging of NW Ohio, Inc. 2155 Arlington Avenue Toledo, Ohio 43609</p>	<p style="text-align: center;">Or</p> <p style="text-align: center;"><u>jobs@areaofficeonaging.com</u></p> <p><i>This description is intended to indicate the kind of tasks and level of work difficulty required of the position. The title of this job shall not be construed as declaring the specific duties and responsibilities of the position. This position description and/or job vacancy notice is not intended to limit or in any way modify the rights of any supervisor to assign, direct, and control the work of employees under supervision. The use of this particular expression or illustration describing duties shall not be held to exclude other duties not mentioned.</i></p>
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