

State of Washington
Dept. of Social and Health Services
invites applications for the position of:
DSHS FFA Investigator 2



SALARY: \$4,013.00 - \$5,399.00 Monthly

OPENING DATE: 01/20/23

CLOSING DATE: 01/27/23 11:59 PM

DESCRIPTION:

The Department of Social and Health Services, [Facilities, Financial, and Analytics Administration \(FFA\)](#), [Office of Fraud and Accountability](#), has an opportunity for a **Welfare Fraud Investigator 2** to conduct and resolve complex administrative investigations in order to substantiate allegations of welfare fraud in the Fraud Early Detection Program. This Vancouver-based job has a hybrid telework schedule. You will utilize your investigative knowledge and understanding of public assistance programs and their regulations.

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<https://www.youtube.com/embed/pVNqVLTzGKM>

Your investigations will involve all public assistance programs administered by DSHS, to include but not limited to:

- Temporary Assistance for Needy Families
- Medical Assistance
- Supplemental Nutrition Assistance Program
- Electronic Benefits Transfer
- Child care

Allegations investigated include household composition and unreported income among other situations that affect eligibility for public assistance programs.

Some of what you'll be doing

- Complete fraud early detection investigations
- Identify, gather and preserve physical and documentary evidence
- Conduct witness and client interviews
- Analyze evidence to identify program and/or criminal violations
- Attend administrative or court proceedings
- Report safety incidents or concerns to management immediately

Who should apply

- Professionals with 3 years of experience as an Investigator with a criminal justice agency or criminal investigative agency of the armed forces or investigating personal backgrounds, unfair and deceptive business practices, insurance casualty claims, DSHS financial service specialist, child support enforcement officer, or other directly allied field
- Or, Bachelor's Degree in business administration, public administration, law, one of the criminal justice disciplines, or other directly allied field + one year of experience as described above
- Or, Associate's Degree in business administration, public administration, law, one of the criminal justice disciplines, or other directly allied field + 2 years of experience as described above

Preferred knowledge, skills, and abilities

- Experience conducting interviews, analyzing documents, verifying information and making eligibility determinations for public assistance benefits or locating non-custodial parents for child support enforcement
- Knowledge of regulations and policies related to public assistance eligibility, including food assistance, medical assistance, general assistance, and childcare assistance
- Knowledge of methods, principles, standards, and techniques of investigations; interview techniques; rules of evidence; chain of custody of evidence; laws of search and seizure; Miranda Warning and Health Insurance Portability and Accountability Act
- Ability to analyze, comprehend, and adhere to policies, procedures, and directives
- Use a computer to access, analyze, interpret and organize information; analyze and evaluate facts and draw sound conclusions; and prepare a detailed investigative report
- Apply knowledge of investigative theory and technique to the type of investigation being conducted
- Work under pressure with continually shifting case priorities and deadlines
- Independently plan and investigate strategy and carry out administrative investigations in accordance with division guidelines and procedures
- Communicate, comprehend, and translate information effectively; use clear and concise oral and written communication skills
- Transport self from home/office site to Community Service Office and other sites in both urban and rural areas throughout the state to complete investigations
- Maintain strict and complete confidentiality
- Use verbal de-escalation techniques, if necessary
- Use a communication device, such as a telephone for investigations and emergency purposes
- Contact witnesses and conduct surveillance to further investigations

Interested? In order for you to be considered further for this job, please include the following with your application:

- A letter of interest with a detailed description of your experience as it pertains to the qualifications listed
- A current chronological resume
- Three professional reference contacts

Our Department of Social and Health Services (DSHS) mission to *Transform Lives* requires that we come together with a sense of belonging, common purpose, shared values and meaningful work. It is crucial to our agency's mission that you bring an equity, anti-racism and social justice commitment to your work with DSHS. We strive to create greater access and affirming representation of the communities we serve, including Black, Indigenous and People of Color, people with physical, behavioral health, and intellectual disabilities, elders, LGBTQIA+ individuals, immigrants and refugees, and families building financial security

Questions: If you have questions about job number 00939 email elly.price@dshs.wa.gov

Note: NOTE: Employees of the Department of Social and Health Services (DSHS) are required to be fully vaccinated against COVID-19 as a condition of employment. Any offer of employment is contingent upon verification of your vaccine status. Please note medical or religious accommodation may be available once an offer of employment is made.

DUTIES:

QUALIFICATIONS:

SUPPLEMENTAL INFORMATION:

Prior to a new hire, a background check including criminal record history may be conducted. Information from the background check will not necessarily preclude employment but will be considered in determining the applicant's suitability and competence to perform in the job. This announcement may be used to fill multiple vacancies. Employees driving on state business must have a valid driver's license. Employees driving a privately owned vehicle on state business must have liability insurance on the privately owned vehicle.

Washington State Department of Social and Health Services is an equal opportunity employer and does not discriminate in any area of employment, its programs or services on the basis of age, sex, sexual orientation, gender, gender identity/expression, marital status, race, creed, color, national origin, religion or beliefs, political affiliation, military status, honorably discharged veteran, Vietnam Era, recently separated or other protected veteran status, the presence of any sensory, mental, physical disability or the use of a trained dog guide or service animal by a person with a disability, equal pay or genetic information. Persons requiring accommodation in the application process or this job announcement in an alternative format may contact the Recruiter at (360) 725-5810. Applicants who are deaf or hard of hearing may call through Washington Relay Service by dialing 7-1-1 or 1-800-833-6384.



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