

THE HELP PROGRAM

HIRING EMERGENCY LIMITED
PLACEMENT



CONTACT

ONTARIO COUNTY HUMAN RESOURCES
FOR MORE INFORMATION



(585) 396-4465

EMPLOYEES HIRED UNDER THE HELP PROGRAM:

- Must meet the minimum qualifications of the position for which they are applying and any other conditions of employment.
- Will be eligible for permanent appointment after completing a one-year probationary period and will be granted non-competitive status after successful completion of the probationary period.

WE OFFER:

- Excellent benefits and tuition assistance programs.
- Paid holidays. New employees start with five additional vacation days.
- Regular raises.

This temporary program allows for a waiver of Civil Service Examinations for certain titles, in an effort to get qualified candidates quickly into vacant positions.

WE'RE HIRING:

MEDICAL ASSISTANT ONTARIO COUNTY MENTAL HEALTH SERVICES

Starting 2025 Salary: \$47,307/yr (\$24.26/hr).

QUALIFICATIONS: County Values: All employees of Ontario County are expected to uphold and exhibit the County's shared values and behaviors to achieve the County's Vision and Mission.

MINIMUM QUALIFICATIONS: EITHER:

1. Graduation from high school or possession of a high school equivalency diploma, or higher, AND two (2) years of full-time paid experience, or its part-time equivalent, providing clinical and/or medical office support in a healthcare setting, which included responsibility for patient intake, recording vital signs, assisting medical providers, collecting specimens, maintaining medical records, or performing medical office support functions; OR
2. Graduation from high school or possession of a high school equivalency diploma, or higher, AND possess a Certified Medical Assistant (CMA) Certification AND one (1) year of full-time, or its part-time equivalent, providing clinical and/or medical office support in a healthcare setting, which included responsibility for patient intake, recording vital signs, assisting medical providers, collecting specimens, maintaining medical records, or performing medical office support functions.

SUBSTITUTION – EXPERIENCE: Possession of an Associate's degree, or higher, in nursing may be substituted for up to two (2) years of the required experience.

www.ontariocountyny.gov

APPLY TODAY!

