



CAREER SERVICE

**DIVISION OF HUMAN RESOURCES**  
**OFFICE OF PERSONNEL ADMINISTRATION**  
**MERIT SYSTEM SELECTION AND CLASSIFICATION**  
**(401) 222-2172**  
**CIVIL SERVICE**  
**EXAMINATION ANNOUNCEMENT**

**THIS EXAMINATION IS BEING OFFERED TO ESTABLISH A CIVIL SERVICE LIST THAT WILL BE IN EFFECT FOR UP TO FOUR YEARS**

**CHILD SUPPORT ENFORCEMENT AGENT I #6253 (pay grade 20)**

**SALARY RANGE: \$35,438 – 39,643\***

**GENERAL STATEMENT OF DUTIES:** To be responsible for implementation of the child support program including adjudication of paternity, absent parent location, enforcement of child support court orders, and/or interstate case processing; and to do related work as required.

**MINIMUM QUALIFICATIONS:**

**EDUCATION:** Such as may have been gained through: possession of a Bachelor's Degree from an accredited institution of higher learning in Law Enforcement, Criminal Justice, Sociology, Psychology or Social Work, or a closely related field; or

**EXPERIENCE:** Such as may have been gained through: possession of an Associate's Degree in one of the identified areas and two years of experience conducting fact-finding interviews.

**Or,** any combination of education and experience that shall be substantially equivalent to the above education and experience.

***EXAMINATION WEIGHT: 100% WRITTEN***

**ALL APPLICATIONS MUST BE RECEIVED AT THE OFFICE OF PERSONNEL ADMINISTRATION NO LATER THAN THE LAST DAY OF THE APPLICATION PERIOD. NO APPLICATIONS WILL BE ACCEPTED AFTER THE CLOSE OF THE APPLICATION PERIOD.**

**APPLICATION PERIOD: November 17, 2008 THROUGH December 26, 2008**

**ALL APPLICANTS MUST COMPLETE AND SUBMIT AN EXAMINATION APPLICATION (CS-9), WHICH MAY BE OBTAINED AT ANY DEPARTMENT OF LABOR AND TRAINING NETWORK RHODE ISLAND CAREER CENTERS OR BY APPLYING IN PERSON AT THE OFFICE OF PERSONNEL ADMINISTRATION, ONE CAPITOL HILL, 3<sup>RD</sup>. FLOOR, PROVIDENCE, RHODE ISLAND. THE CS-9 FORM IS NOT AVAILABLE ON-LINE.**

**NOTE:** The Office of Personnel Administration does not assume responsibility for applications sent through the mail.

**NOTE:** The Personnel Administrator, at his discretion, may declare the list resulting from this examination appropriate for any comparable classification.

**NOTE:** Any individual with a disability who requires assistance during the exam process should notify the Examination Section in advance to ensure that appropriate accommodations will be made.

**\*WAGES SUBJECT TO UNION CONTRACT**

**GENERAL INFORMATION TO CANDIDATES (222-2172)**

**RHODE ISLAND RELAY: 711**

See reverse side for further information.

***AN EQUAL OPPORTUNITY AND DIVERSITY EMPLOYER***

ANN. # 8/08