

## **IRON COUNTY FRIEND OF COURT CASEWORKER/ENFORCEMENT OFFICER**

The Iron County Friend of the Court, under the direction of the Iron County Trial Court, has a full-time position available. Minimum qualifications: a high school diploma or equivalent, strong accounting skills, be able to work efficiently and independently in a fast-paced office atmosphere, and knowledge of basic office operations. The candidate must also be able to pass a criminal background check before employment. Team member will process and be responsible for complete oversight of both Title IV-D cases and Friend of the Court cases in the enforcement stage. This includes but is not limited to: entering data and information in computer database, opening case files, establishing accounts for billings sending appropriate notices, locating an absent parent; enforces all orders in enforcement; process income withholding orders and disclosure of income orders. Performs all other child support enforcement functions. Starting pay \$17.98/hr with a generous benefit package. This is a Union position. For more information or to submit a resume, contact [aholm@ironmi.org](mailto:aholm@ironmi.org) or call 906.875.0659 Resumes will be accepted until the position is filled.

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