

**Pennsylvania**  
WORK SMART. LIVE HAPPY.

**Do you have what it  
takes to be a County  
Caseworker?**

County Caseworkers provide services and assistance to clients and families, protect individuals from physical and emotional neglect and abuse, and formulate and implement social plans of action.

County Caseworkers have a great impact on the lives of their clients. As a caseworker, you would be making a real difference in your community, as well as gaining the experience needed to advance your career.



**Still need help?**

Scan the code above to go to [www.employment.pa.gov](http://www.employment.pa.gov) for more information on applying to jobs in the commonwealth.

For technical issues, please call 855-524-5627.

**COUNTY  
CASE  
WORKERS**

**Apply  
today!**

**Immediate  
Openings!**



# Before You Begin

There are two parts to the application process for County Caseworkers.

First, you must apply to an online exam and receive a score. Once you receive your score, you may apply to as many applicable vacancies as you wish, prior to the expiration of your score.

**In order to be considered for a County Caseworker vacancy, you must first apply to the exam posting, complete that application, and receive a score. Completing the application for the exam posting does not count as an application to a vacancy.**



Ready to get started? Scan the QR code above to head to the Open Jobs website or follow the instructions on the next page.

# Take an Online Exam

## 1 Start your search.

Visit [www.employment.pa.gov](http://www.employment.pa.gov) and click the "Open Jobs" tile. You will then be given the option to "Continue to Open Jobs."

Search "county caseworker exam" on the open jobs page to find an exam of interest.

There are four County Caseworker exams:

- County Caseworker 1 – Children and Youth
- County Caseworker 2 – Children and Youth
- County Caseworker 1 – Mental Health/Intellectual Disability
- County Caseworker 2 – Mental Health/Intellectual Disability

## 2 Apply to the exam posting.

Read the posting description thoroughly before you apply.

When filling out the application, include as much detail as possible about your experience and training.

Don't forget to attach your college transcript!

## 3 What happens next?

Your exam will be reviewed and, if you qualify, you will receive your score and its expiration date via email.

To stay up-to-date on current vacancies, sign up for "Job Alerts" on the open jobs page.

# Apply to a Vacancy

## 4 Find a vacancy.

Once you have your score, head to the open jobs page to see current vacancies. Use the "Filter" option to see caseworker vacancies listed by location.

## 5 Apply to the vacancy.

The application will be prepopulated with the information you provided on your exam application. You will be asked to provide your exam score.

Read the posting description thoroughly before you apply. Make note of the contact information listed for the posting in case you have any questions. Be sure to apply by the closing date!

## 6 Final steps.

Congratulations! You've successfully applied to become a County Caseworker.

If you qualify, the hiring agency will contact you in accordance with merit system employment regulations.

Thank you for your interest in becoming a County Caseworker!