

#22431 - VETERANS SERVICE OFFICER - External

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VETERANS SERVICE OFFICER - # 17075(Job Id 22431)

Location: US:NH:MANCHESTER

Category: PROFESSIONAL &
MANAGERIAL

Employment Type:

Post Date: 10/20/2021

Close Date: 11/01/2021

Salary: 38,649.000-
45,357.000 USD

Description

State of New Hampshire Job Posting
NH Office of Veterans Services
Manchester, NH
Position #17075, Labor Grade 18

37.5 Hour Basic Workweek

*See total compensation information at the bottom of announcement.

The State of New Hampshire, Department of Military Affairs and Veteran Services has a full time vacancy for a Veterans Service Officer.

Summary:

To interview, advise and assist veterans, their spouses and/or survivors in presenting claims for the complete range of benefits to which they might be entitled under federal, state and local laws for the Division of Veterans Services (DVS).

Responsibilities:

Represents DVS at scheduled sites, at home visits, and to local, state and federal government officials, to obtain benefits for veteran clients.

Interviews, advises, informs, and counsels clients to determine needs and appropriate solutions from a broad range of alternatives.

Prepares claim forms, researches records, requests hearings, and presents briefs. Provides referral services to other caregivers.

Researches records and claim files, reviews government regulations, and composes communications to best prepare client benefit applications.

Reviews results of government agency adjudications to determine that clients have received full entitlement.

Researches and reviews claim supporting documents, confers with medical and legal resources, investigates, implements claims strategy, advocates client needs, and writes paralegal type documentation to support appeals to denied claims to the Department of Veterans Affairs Board of Appeal and/or to Service Discharge Review Board.

Testifies and advocates at formal quasi-legal boards of the Department of Veterans Affairs and/or Board of Veterans Appeals in order to present client contentions to obtain previously denied benefits.

Records and compiles case data for agency use to determine accountability of agency functions.

Recommends changes in work methods and procedures based on field experience.

Other information:

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from an accredited college or university. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: One year's experience in case service work, personnel, interviewing, investigative or other work affording frequent public contact. Each addition year of approved work experience may be substituted for one year of required formal education.

Your

Experience Counts!

Under

a recent change to the rules, an applicant's additional relevant experience now counts towards formal education degrees referenced in the posting!

18 months additional relevant experience = Associate's degree

36 months additional relevant experience = Bachelor's degree

54 months additional relevant experience = Master's degree

Please

note that months of relevant experience used as an educational equivalent cannot also be used to fulfill any experience requirement.

License/Certification: Must possess a valid driver's license and/or have access to transportation for statewide travel.

SPECIAL REQUIREMENTS: Appointment consideration shall be given to qualified eligible veterans or eligible persons. Must have or be able to earn U.S. Department of Veterans Affairs accreditation within the first six months of employment. Must be able to

satisfactorily undergo a State Police records check.

DISCLAIMER STATEMENT: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to the position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

For further information on the job specifics please contact William Gaudreau, Director, Division of Veteran Services at william.gaudreau@va.gov or if you have HR questions please contact Richard Clorite at Richard.M.Clorite@DMAVS.nh.gov

***TOTAL COMPENSATION INFORMATION**

The State of NH total compensation package features an outstanding set of employee benefits, including:

HMO or POS Medical and Prescription Drug Benefits:

The actual value of State-paid health benefits is based on the employee's union status, and employee per pay period health benefit contributions will vary depending on the type of plan selected.

See this link for details on State-paid health benefits: <https://das.nh.gov/hr/benefits.html>

Value of State's share of Employee's Retirement: 14.53% of pay

Other Benefits:

- o Dental Plan at minimal cost for employees and their families (\$500-\$1800 value)
- o Flexible Spending healthcare and childcare reimbursement accounts
- o State defined benefit retirement plan and Deferred Compensation 457(b) plan
- o Work/life balance flexible schedules, paid holidays and generous leave plan
- o \$50,000 state-paid life insurance plus additional low cost group life insurance
- o Incentive-based Wellness Program (ability to earn up to \$500)

Total Compensation Statement Worksheet:

https://das.nh.gov/documents/hr/jobSearch/FINAL_TOTAL_COMP_STATEMENT_ISSUE.xlsx

Want the specifics? Explore the Benefits of State Employment on our website:

<https://das.nh.gov/hr/documents/BenefitBrochure.pdf>

<https://das.nh.gov/hr/index.aspx>

EOE

TDD Access: Relay NH 1-800-735-2964