

The Office of Central Operations (OCO) is the fourth largest component in the Social Security Administration (SSA). There are more than 5,000 employees in our organization. Our employees are dedicated to delivering Social Security benefits and services to the general public in a timely, accurate and courteous manner.

We are a high-performing organization and a cohesive community. We embrace and value open communication, teamwork and diversity. We enhance the quality of our work through innovation and creativity.

**Social Insurance Specialist (Claims Technician Examiner) (CTE) Entry Level GS-7
This is a career ladder position leading to GS-11**

The incumbent reviews and authorizes highly difficult and complex claims for benefits under the Social Security Act and the Federal Coal Mine Health and Safety Act. The incumbent also makes final decision regarding eligibility or entitlement to benefits.

**Benefit Technical Examiner (BTE) Entry Level GS-5/7
This is a career ladder position leading to GS-09**

The incumbent makes final determinations on a full range of actions involving entitlement to Social Security benefits, continuing entitlement of benefits and the amount of monthly benefits payable. The incumbent also initiates and responds to telephone contacts to resolve issues or discrepancies and/or explain or obtain information.

Applicants with a four-year college degree can apply at the GS-5/7 level for either position. These are career opportunities designed to give the incumbent a working knowledge of the Social Security system. Following completion of the career ladder to the GS-9, additional career avenues for advancement and higher pay are possible for successful candidates.

Condition of Employment

You must be a United States citizen or a resident of American Samoa or Swains Island.

If interested in joining our team dedicated to serving the public, you may send your resume and a copy of your transcripts via the following options by March 31, 2008:

Mail: Center for Human Resources
PO Box 32922
Baltimore, MD 21241 USA

Fax: 410-597-0622
410-597-0623

Email: Petra.Stanton@ssa.gov
Yesenia.Roman@ssa.gov

If you have questions, please call the center for Human Resources, 410-966-6300.

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