

**DEPARTMENT OF MEDICAL ASSISTANCE SERVICES
EMPLOYMENT OPPORTUNITIES**

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

VETERANS BENEFIT ENHANCEMENT PROGRAM MANAGER

Role Title: Program Administration Specialist II

Position # 00813

Pay Band 5 Level II - Hiring Range: \$41,778 - \$66,000

Closing Date: May 27, 2014

Exciting opportunity to join the Program Operations Division. This position will manage and supervise the daily operations and functions of the Veterans Benefit Enhancement Program between the Department of Medical Assistance Services, Department of Social Services, and Department of Veterans Services. The incumbent will monitor and evaluate the program's effectiveness and act as a liaison between agencies in addition to providing guidance on Medicaid eligibility policy. Qualified candidates must have considerable experience and demonstrated success supervising professional employees and programs. Requires considerable knowledge of health care insurance coverage, practices, and applications. Must have experience with Medicaid eligibility determinations and the related data systems. Must have experience with Veterans Programs. Experience in the healthcare insurance industry evaluating coverage is a plus. Requires experience interpreting policies, federal and state regulations, and laws. Must have knowledge of research and evaluation techniques, and data analysis, and have demonstrated ability to evaluate and interpret complex data, and prepare comprehensive reports. Experience with Veterans programs strongly encouraged. Requires proven ability to communicate effectively, both orally and in writing, with individuals at various organizational levels. Must have experience preparing and delivering presentations and training. Degree in related field preferred or equivalent certification in health care administration or health insurance field.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the Recruitment Management System (RMS) by 5:00 p.m. on the closing dates referenced above.

FAXED, E-MAILED, OR PAPER APPLICATIONS WILL NOT BE ACCEPTED

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <http://jobs.agencies.virginia.gov/applicants/Central?search=602>

DMAS: http://www.dmas.virginia.gov/ab-position_vacancies.htm

Applicants needing accommodation to apply for openings should contact the DMAS receptionist for additional information.

EEO/AA/ADA