

TUSCOLA COUNTY HEALTH DEPARTMENT
1309 Cleaver Road, Caro, MI 48723
(989) 673-8114
Website: www.tchd.us

Veteran Affairs Service Officer

The Tuscola County Veteran Affairs Office has an opening for a full time Veteran Affairs Service Officer (VSO). This position provides support and counseling to Veterans of Tuscola County under the supervision of the Veteran Affairs Director. The VSO interviews, counsels and assists in obtaining Federal, State and Local benefits for Veterans, dependents, widows and orphans of war or peacetime Veterans; guides them in choosing the most advantageous option in matters of compensation, pension, etc.; provides information mainly by personal interaction with the client or on the phone.

Requirements include:

- Preference is given to Veterans.
- At minimum a high school diploma, related education is a plus
- Must have experience with in-person client services
- Able to effectively communicate
- Experience in data entry and Microsoft Word (at a minimum)
- Willingness to be trained as an Accredited Veterans Service Officer (travel required)

For additional details, review the job description located at tchd.us under the employment tab.

Equal Opportunity Employer

Submit resume and application (found at tchd.us) to:

Human Resource Department
Tuscola County Health Department
1309 Cleaver Road, Suite B
Caro, MI 48723

Or Email **resume & application** to: hr@tchd.us

Deadline: Friday, September 12th, 2025 by 4:00 PM.