



Vocational Expert Services, Inc.

Vocational Expert Consultant

Requirements:

- Master's degree in Counseling, Psychology, Rehabilitation Counseling, or related field.
- Must be able to qualify for or obtained a Certified Rehabilitation Counselor (CRC) credential or American Board of Vocational Experts Fellow certification.
- Bilingual English/Spanish preferred
- You must pass all federal, state (level II), and other background screening and minimum experience requirements

Experience

- Five years of experience in vocational rehabilitation counseling including job placement of people with disabilities.

Tasks:

- Prepare and maintain records and case files, including documentation such as clients' personal and eligibility information, services provided, narratives of client contacts, and relevant correspondence.
- Evaluate and testify in depositions, hearings and jury trials pertaining to wage earning capacity lost earnings in cases such as family law, workers compensation personal injury, product liability, medical/professional malpractice, and catastrophic injury.
- Consult with attorneys and other legal professionals regarding vocational matters in legal cases
- Identify what the plaintiff/claimant could have earned prior to the accident, compared to what they are likely to earn following the incident.
- Identify the skill level and physical and mental demands of occupations, characteristics of work settings, and the existence and incidence of jobs within occupations.
- Perform and document transferrable skills analysis.
- Perform and document labor market surveys.
- Perform vocational testing
- Develop rehabilitation plans that fit clients' aptitudes, education levels, physical abilities, and career goals.
- Document in written form all vocational opinions and findings.
- Monitor and record clients' progress to ensure that goals and objectives are met.
- Confer with clients to discuss their options and goals so that rehabilitation programs and plans for accessing needed services can be developed.

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- Maintain close contact with clients during job training and placements to resolve problems and evaluate placement adequacy.
- Confer with physicians, psychologists, occupational therapists, and other professionals to develop and implement client rehabilitation programs.
- Arrange for physical, mental, academic, vocational, and other evaluations to obtain information for assessing clients' needs and developing rehabilitation plans.
- Analyze information from interviews, educational and medical records, consultation with other professionals, and diagnostic evaluations to assess clients' abilities, needs, and eligibility for services.
- Develop and maintain relationships with community referral sources, such as schools and community groups.
- Identify barriers to client employment, such as inaccessible work sites, inflexible schedules, and transportation problems, and work with clients to develop strategies for overcoming these barriers.
- Collaborate with clients' families to implement rehabilitation plans such as behavioral, residential, social, and employment goals.
- Participate in job development and placement programs, contacting prospective employers, placing clients in jobs, and evaluating the success of placements.
- Arrange for on-site job or assistive devices, such as specially equipped wheelchairs, to help clients adapt to work or school environments.
- Collaborate with community agencies to establish facilities and programs for persons with disabilities.
- Use of Vocational reference sources, in vocational rehabilitation legal and clinical matters. These references include but are not limited to the following:
 - The Dictionary of Occupational Titles (DOT) and the Selected
 - Characteristics of Occupations Defined in the Revised Dictionary of Occupational Titles (SCO)
 - The Occupational Outlook Handbook published by the Bureau of Labor Statistics
 - County Business Patterns published by the Bureau of Census
 - Labor Statistics: and any occupational surveys of occupations prepared for SSA by various state employment agencies.
- Participate in training when assigned
- Train other staff members when assigned
- Assist with clerical duties when assigned

Vocational Expert Services, Inc. is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information. We are committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities.