

**NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS  
JOB VACANCY POSTING**

**POSTING NUMBER:** HR-0024

**ISSUE DATE:** April 2, 2013

**TITLE:** Subcode Official (Elevator)

**CLOSING DATE:** April 16, 2013

**DIVISION / UNIT:** Codes and Standards / Bureau of Code Services (BCS)/ Elevator Safety Unit

**LOCATION:** Statewide

**SALARY RANGE:** R26 \$62,935.36 - \$89,533.96

**POSITIONS:** 3

**DISTRIBUTION:** Statewide

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**DESCRIPTION OF MAJOR DUTIES:** Under the general supervision of a supervisory officer in the Bureau of Code Services performs work involving enforcement and administration of the Uniform Construction Code Act and Regulations performing routine periodic and acceptance inspections for the elevator subcode, does other related work as required.

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**REQUIREMENTS**

**Experience:** Ten (10) years of experience in construction project management work such as a construction manager, construction official, general contractor, architect, or engineer with field responsibilities for all levels of construction, OR as an electrician, plumber, building trades craftsperson, fire protection specialist, or in amusement ride developer, or in construction, inspection, or boiler/pressure vessel maintenance, inspection or construction.

**License/Certifications/Transcripts:** Applicants must possess a valid High Rise and Hazardous Specialist (HHS) code enforcement license in elevator issued by the Department of Community Affairs. **NOTE:** Appointees must continue to complete the continuing education requirements to maintain their HHS license.

Applicants must also possess a valid subcode official license in the appropriate discipline (elevator) issued by the New Jersey Department of Community Affairs. **NOTE:** Appointees must continue to complete the continuing education requirements to maintain their subcode official license. **NOTE:** The eligibility requirements for a subcode official license are listed in accordance with NJAC 5:23-5.7. The ten (10) years of required experience (or substitution) is NOT in addition to the education and experience requirements needed to obtain the HHS and subcode official licenses. **NOTE:** The following are EXCEPTIONS to the 10-year experience requirement in accordance with NJAC 5:23- 5.7.

Applicants for subcode official in Building, Electrical, Plumbing, Elevator, Amusement Rides or Boiler/Pressure Vessel and Refrigeration may substitute a combination of education and experience as follows:

A Bachelor's degree in Architecture, Engineering, Architectural or Engineering Technology or other area related to building construction and five (5) years of experience in construction, design or supervision in building construction work;

**OR**

A license as an Architect or Professional Engineer and three (3) years of experience in construction, design or supervision as a licensed engineer or registered architect.

Applicants possessing multiple Subcode official licenses who obtained the technical license in that Subcode area under the provisions of N.J.A.C 5:23-5.5(d)1 must possess the following experience. (This applies to individuals who are currently licensed as a building, plumbing or electrical Subcode official and who obtained a Subcode official license in another Sub-Code area, (excluding Fire or Elevator):

One (1) year of experience in that specific Sub-Code area as an inspector or in the construction, design or supervision as a licensed engineer or registered architect, provided that such person possesses a license as an engineer or architect issued by the State of New Jersey at the time of application.

**OR**

Two (2) years of experience in that specific Sub-Code area as an inspector or in construction, design or supervision with a Bachelor's degree from an accredited institution of higher education in architecture or engineering or in a major area of study directly related to building construction;

**OR**

Three (3) years of experience in a skilled trade directly related to that specific Sub-Code area;

**OR**

Three (3) years of experience as an inspector in that specific Sub-Code area;

**NOTE:** Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

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\_\_\_ A promotable eligible exist within the unit scope.

\_\_\_ A promotional or open competitive list exists.

\_\_\_ Depending upon the qualifications of applicants, appointment may be made at a lower level.

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**Please submit a resume and any required documents (licenses, certification and or transcripts) along with a letter of interest, including a phone number to:**

Human Resources Director  
New Jersey Department of Community Affairs  
HR# 0024  
PO Box 800  
Trenton, New Jersey 08625  
Resumes may be emailed to: [resume1@dca.state.nj.us](mailto:resume1@dca.state.nj.us)

**Interviews will be granted on the basis of the resume.**

**NOTE:** In accordance with the New Jersey First Act P.L. 2011 c70, effective September 1, 2011, new public employees are required to obtain New Jersey residency within one (1) year of employment.

**The New Jersey Department of Community Affairs is an Equal Opportunity Employer.**