



State of New Jersey

DEPARTMENT OF HUMAN SERVICES
OFFICE OF THE ASSISTANT COMMISSIONER FOR
HUMAN RESOURCES
PO Box 700
TRENTON, NJ 08625-0700

CHRIS CHRISTIE
GOVERNOR

KIM GUADAGNO
LT. GOVERNOR

ELIZABETH CONNOLLY
ACTING COMMISSIONER

CHRISTINA MONGON
ASSISTANT COMMISSIONER
HUMAN RESOURCES

PLEASE NOTE: Opportunities may be subject to the current promotional and hiring restrictions.

STATE-WIDE DISTRIBUTION
JOB OPPORTUNITY #161-16
DATE: June 14, 2016

TITLE: Government Representative 1 (Unclassified)

FUNCTIONAL TITLE: Human Services Police Director

SALARY: Commensurate with Education and Experience

LOCATION: DHS CO
222 South Warren St.
Trenton, NJ 08625

POSITION INFORMATION

DEFINITION: Under direction of an Assistant Commissioner or other supervisory official in the Department of Human Services, provides administrative leadership for the management of services and activities of the Department of Human Services Police Force; is accountable for policy and procedure formulation and implementation; the development of program goals and objectives; fosters cooperative relationships and coordinates activities with intergovernmental, regulatory, and other public and private groups.

EDUCATION: Bachelor's Degree from an accredited University

EXPERIENCE: Five (5) years of fulltime command or supervisory police experience in a law enforcement equivalent of Lieutenant or higher.

SUBSTITUTION OF EXPERIENCE FOR EDUCATION: Applicants who do not possess the required college degree may substitute additional police experience with the grade of Lieutenant on a year-for-year basis. Thirty (30) college credits equals one (1) year of experience.

SPECIAL NOTE: The Human Services Police Force is charged with the responsibility to protect the Department of Human Services Developmental Centers and Psychiatric Hospitals which operate 24 hours a day, seven days a week, as well as responding to security issues related to the safety and

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well-being of DHS employees located in offices across the state. In addition, through a joint agreement with the Department of Children and Families, the Human Services Police Force also is responsible to protect case workers and DCPD offices and assist in field operations. Human Services Police Officers are given state wide police powers and authority. With this authority, Human Services Police are required to enforce Title 30 (motor vehicle law) and 2C (New Jersey Criminal Code) within the grounds of numerous institutions and anywhere in the State if need be.

LICENSE: 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.

RESUME SUBMITTAL

Interested candidates possessing the requirements listed, should forward resumes with the job opportunity # as indicated below:

SUBMIT TO: Christina J. Mongon
Assistant Commissioner for Human Resources
Department of Human Services
222 South Warren St.
PO Box 700
Trenton, NJ 08625

EMAIL: DHSResumes@dhs.state.nj.us Please indicate title in the subject line.

RESPOND BY: June 28, 2016

DHS-CO REVIEW: DAB 06/14/2016

IMPORTANT NOTICES

(1) RESIDENCY - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

(2) DRUG SCREENING - If you are a candidate for a position that involves direct client care in one of the Department of Human Services' hospitals or developmental centers, you may be subject to pre and/or post-employment drug testing/ screening. The cost of any pre-employment testing will be at your expense. Candidates with a positive drug test result or those who refuse to be tested and/or cooperate with the testing requirement will not be hired. You will be advised if the position for which you're being considered requires drug testing and how to proceed with the testing.