



NEW JERSEY DEPARTMENT OF AGRICULTURE
200 RIVERVIEW PLAZA
P.O. BOX 330
TRENTON, NJ 08625-0862



NOTICE OF JOB VACANCY

TITLE: TES Bio-Aide (Lab Employee) (Temporary Employment Services – 944 hrs. per fiscal year)	ANNOUNCEMENT #: 24-25	ISSUE DATE: 7/11/2025 CLOSING DATE: 8/3/2025
SALARY RANGE: \$17.00 per hour	<input type="checkbox"/> DEPARTMENT WIDE <input type="checkbox"/> STATEWIDE	
LOCATION: Ewing, New Jersey (Division of Plant Industry)	<input checked="" type="checkbox"/> GENERAL PUBLIC	
JOB DESCRIPTION		
<p>Under the direction of an Entomologist or Research Scientist, these temporary employees assist with rearing of beneficial insects, and greenhouse duties for our biological control programs. Tasks involved in operating, maintaining, and cleaning various types of laboratory equipment, including but not limited to preparing media, handling specimens, supplies, equipment, and insect cages and/or caring for and rearing of beneficial insects as required; propagating plants vegetatively as well as planting seeds into soil media; assisting with the rearing of beneficial insects for the biological control of invasive species; cleaning and sanitizing areas of the laboratory to prevent the possible spread of insect pathogens; employees will also package and ship tens of thousands of insects each week; other related duties as required.</p> <p>*Required work Sunday through Thursdays, 7 hours per day.</p>		
REQUIREMENTS		
<p>EDUCATION: Minimum of 1 semester of college education including coursework in biology or related science. In addition, the applicant must be able to lift at least 30 pounds.</p> <p>NOTE: All college degrees (both U.S. and non-U.S.) and/or transcripts from a college or university must already be evaluated for accreditation by the closing date of posting. Transcripts (if required) must be submitted with a resume. Failure to comply with these requirements may result in ineligibility.</p> <p>NOTE: Foreign transcripts must be evaluated by a recognized evaluation service at your expense. Submit a copy of the evaluation with each application that requires a college degree or credits. For additional information, please refer to the Civil Service Commission website at: http://www.state.nj.us/csc/seekers/about/steps/step2.html</p> <p>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 the essential duties of the position.</p> <p>AUTHORIZATION TO WORK: The selected candidate must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship, and Immigration Services regulations.</p> <p>NOTE: The State of New Jersey does not provide sponsorships for permanent residency to the United States or work visa.</p>		
IMPORTANT NOTICE		
<p>Effective September 1, 2011, 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 an exemption is obtained. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.</p>		
ELECTRONIC FILING INSTRUCTIONS		
<p>Interested applicants must email a cover letter, including the announcement number, resume, and transcripts by the closing date of this Notice of Job Vacancy to njdajobs@ag.nj.gov.</p>		
SAME PROGRAM INFORMATION		
<p>SAME APPLICANTS: If you are applying under the NJ “SAME” program, your supporting documents (Schedule A or B letter), must be submitted to njdajobs@ag.nj.gov along with your resume, cover letter, announcement number, and transcript (if position has a degree requirement) by the closing date indicated above. For more information on the SAME Program visit their Website at: https://nj.gov/csc/same/overview/index.shtml, email: CSC-SAME@csc.nj.gov, or call CSC at (609) 292-4144, option 3.</p>		
BENEFITS*		
<p>* Pursuant to the State/Department’s policy, procedures and/or guidelines.</p>		
<p>TES benefits include: Earned Sick time</p>		

The New Jersey Department of Agriculture is an Equal Employment Opportunity Employer