

NEW JERSEY DEPARTMENT OF CORRECTIONS
WHITTLESEY ROAD
P.O. BOX 863
TRENTON, NJ 08625

NOTICE OF JOB VACANCY

AMENDED

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| TITLE: Security Officer | SALARY RANGE: \$44,323.02 - \$64,052.12 | POSTING NO.: 279-25 | ISSUE DATE: 8/8/2025 CLOSING DATE: 8/22/2025 |
| LOCATION: Central Office Headquarters, Central Office Security – Trenton, NJ | | CLASS OF SERVICE: Non-Competitive | |
| THIS POSTING IS ONLY OPEN TO THE FOLLOWING: <div><input type="checkbox"/> Current Department of Corrections employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions</div> <div><input type="checkbox"/> State employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions</div> <div><input checked="" type="checkbox"/> Interested individuals who meet the stated requirements</div> | | | |
| JOB DESCRIPTION Under the direction of a supervisor in a state department, institution, or agency, during an assigned tour of duty, provides assistance and protection to persons and property in and about state-owned and leased buildings, office grounds, and parking areas; maintains orderly conditions, and takes the measures required to assure observance of the law; does related work as required. | | | |
| REQUIREMENTS EDUCATION: Graduation from high school or vocational school or possession of an approved high school equivalent certificate. LICENSE: Appointees will be required to possess a driver's license valid in New Jersey. **** Qualified candidates will be granted interviews on a first-come, first served basis. **** | | | |
| BENEFIT(S)* <small>*Pursuant to the State/Department's policy, procedures and/or guidelines.</small> Joining the second largest department in the State of New Jersey offers many benefits to acknowledge the hard work, dedication and leadership of staff members. Statewide benefits include: <div><ul style="list-style-type: none">• Alternate Work Week available for some positions• Telework available for some positions• Deferred Compensation• Paid Time Off• 13 State Holidays• Health and Life Insurance• Pet Insurance available through certain plans</div> <div><ul style="list-style-type: none">• Flexible and Health Savings Accounts (FSA)/(HSA)• Tuition Reimbursement• Public Student Loan Forgiveness (PSLF)• Up to \$250 in rewards for exercising• Gym membership discounts• Diversity & Inclusion events• Workplace security, health and safety• Incarcerated Person empowerment and rehabilitation</div> | | | |
| SAME PROGRAM INFORMATION The SAME program allows candidates, who identify as having a significant disability, to apply for non-competitive and unclassified positions through a fast track hiring process. For more information about the SAME program and the Fast Track Hiring program, visit the CSC Website at: https://nj.gov/csc/same/overview/index.shtml , email: SAME@csc.nj.gov or please click here . If you have any questions, please email, or call the contact as indicated on the job vacancy announcement. If you are applying under the NJ "SAME" program, your supporting documents must be submitted along with your resume by the closing date indicated above. | | | |
| APPLICATION INSTRUCTIONS Please include resume and copy of transcripts (unofficial copies are acceptable), certification(s), and/or license(s), if applicable, in your response. Posting title and number must be included in the subject line of your email. All attachments must be sent in PDF or word format only. Additionally, you must provide your email address. To be considered, responses must be postmarked no later than closing date. Emailed resumes are to be sent only to: Civilian.Recruitment@doc.nj.gov Forward Response To: Robert Smith Region 6 Personnel Services Central Office, Civilian Recruitment P.O. Box 863 Trenton, NJ 08625-0863 | | | |

DEDICATION

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HONOR

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INTEGRITY