

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

NOTICE OF JOB VACANCY

TITLE: Construction Management Specialist 1	SALARY RANGE: \$115,535.86 - \$170,730.56	POSTING NO.: 220-26	ISSUE DATE: 8/7/2026 CLOSING DATE: 8/21/2026
LOCATION: Central Office Headquarters, Infrastructure and Grounds – Trenton, NJ		CLASS OF SERVICE: Competitive	
THIS POSTING IS ONLY OPEN TO THE FOLLOWING: ☐ 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 ☒ 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 ☐ Interested individuals who meet the stated requirements			
JOB DESCRIPTION Under direction of a senior level manager or other higher level supervisory official, administers work programs and supervises staff responsible for the design, project control, cost estimation, contract administration, quality assurance, and scheduling and control activities involved in capital construction, public works projects, or programs administered by the division; does other related duties.			
REQUIREMENTS NOTE: Applicants must meet one of the following or a combination of both experience and education. Thirty (30) semester hour credits are equal to one (1) year of relevant experience. Nine (9) years of professional experience in the field of architecture, engineering, project management, construction contract management, financial contract management, facilities management, construction quality assurance, or related area involving complex building projects, two (2) years of which shall have been in a supervisory capacity. OR Possession of a bachelor's degree from an accredited college or university; and five (5) years of the above-mentioned professional experience, two (2) years of which shall have been in a supervisory capacity. OR Possession of a master's degree in a specialty area related to construction; and four (4) years of the above-mentioned professional experience, two (2) years of which shall have been in a supervisory capacity NOTE: Possession of a valid Architect's License issued by the Board of Architects and Certified Landscape Architects may be substituted for two (2) years of the above-mentioned non-supervisory professional experience. NOTE: Possession of a valid Professional Engineer's License issued by the State Board of Professional Engineer's and Land Surveyors may be substituted for two (2) years of the above-mentioned non-supervisory professional experience. NOTE: Possession of a valid New Jersey Uniform Construction Code license issued by the NJ Department of Community Affairs may be substituted for one (1) year of the above-mentioned non-supervisory professional experience.			
BENEFIT(S)* *Pursuant to the State/Department's policy, procedures and/or guidelines.			
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: • 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 • 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			
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 * HONOR * INTEGRITY