

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

NOTICE OF JOB VACANCY

TITLE: Food Service Supervisor 1	SALARY RANGE: \$83,582.01 - \$122,831.91	POSTING NO.: 295-26	ISSUE DATE: 10/9/2026 CLOSING DATE: 10/26/2026
LOCATION: Garden State Correctional Facility, Food Services – Chesterfield, 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 a business manager or other supervisory officer in a very large, complex state institution, hospital or college with a resident inmate, patient or student population in excess of 2500, has charge of the economical and professional management of all functions, services facilities and staff associated with the storage, preparation and service of all food and the use of a large and diversified working force; does other related work. NOTE: For positions assigned to Department of Corrections, the population count would include the institutional custodial staff served			
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 involving work in a major phase of a large-scale food management program, 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.			
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: Forward Response To: Civilian.Recruitment@doc.nj.gov Robert Smith Region 6 Personnel Services Central Office, Civilian Recruitment P.O. Box 863 Trenton, NJ 08625-0863			