



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS

POSTING NUMBER: HR19-0074

ISSUE DATE: September 4, 2019

TITLE: Supervisor, Construction Plans Approval Section

CLOSING DATE: September 18, 2019

DIVISION / OFFICE /UNIT: Codes, Office of State and Local Code Inspections

SALARY RANGE: S30: \$80,909.10 - \$115,462.71

NUMBER OF POSITIONS: 1

LOCATION: Southern Regional Office
852 S Whitehorse Pike
Hammonton, New Jersey 08802

- OPEN TO:**
- Department-Wide (Department of Community Affairs Employees ONLY)**
 - All Departments/Agencies (State Employees with permanent status ONLY)**
 - General Public and/or State Employees**

DESCRIPTION OF MAJOR DUTIES:

In the Office of State and Local Code Inspections, Southern Regional Office directs and supervises a team of construction officials and subcode officials engaged in construction project plan reviews and inspections and the enforcement of the Uniform Construction Code Act and Regulations; does other related duties as requested.

REQUIREMENTS

(APPLICANTS MUST MEET ALL REQUIREMENTS LISTED BELOW)

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.

EXPERIENCE: Two (2) years of supervisory experience in architecture, engineering, code enforcement project review, or construction project management with responsibility for the technical and/or skilled work of construction projects subject to the Uniform Construction Code. **NOTE:** Applicants who do not possess the required education may substitute additional experience as indicated on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

LICENSE: Applicants must possess a valid High-rise and Hazardous Specialist (HHS) license in building, electrical, fire protection, or plumbing issued by the New Jersey Department of Community Affairs.

Applicants must possess a valid license as a Subcode Official issued by the Department of Community Affairs.

Applicants must possess a valid license as a Construction Official issued by the New Jersey Department of Community Affairs.

Applicants must continue to complete the continuing education requirements to maintain their HHS, Subcode Official and Construction Official licenses.

Applicants 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.

- A promotable eligible exists within the unit scope.
- A promotional list exists within the unit scope.
- An open competitive list exists.

Please submit a resume including any required documents (degree, licenses, certification and/or transcripts) along with a letter of interest, including a phone number, by the closing date to:

New Jersey Department of Community Affairs
Office of Human Resources
HR19-0074
101 South Broad Street
PO Box 800
Trenton, New Jersey 08625
Resumes may be emailed to: resume1@dca.nj.gov

Interviews will be granted based on resume

NOTE: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," all public employees are required to obtain principal residence in the State of New Jersey within one (1) year of employment UNLESS OTHERWISE EXEMPTED FROM THE LAW.

The New Jersey Department of Community Affairs is an Equal Opportunity Employer

Revised: March 2018