



**Philip Murphy**  
Governor

**Sheila Y. Oliver**  
Lt. Governor

**Christine Norbut Beyer, MSW**  
Commissioner

**JOB VACANCY POSTING**

<b>POSTING #:</b>	068-19	<b>ISSUE DATE:</b>	June 18, 2019
<b>TITLE</b>	<b>NETWORK ADMINISTRATOR 1</b>	<b>CLOSING DATE:</b>	July 2, 2019
<b>LOCATION:</b>	Department of Children and Families Office of Information Technology (OIT) 50 East State Street Trenton, NJ 08625		
<b>POSITIONS:</b>	1	<b>RANGE:</b>	P 26
<b>DISTRIBUTION:</b>	STATE WIDE	<b>SALARY:</b>	\$67,290.04- \$95,729.23

**SCOPE OF ELIGIBILITY:** Open to employees who are permanent in a competitive title or a Civil Service Commission approved non-competitive title with underlying permanent State service as a promotional or lateral opportunity, subject to current promotional and hiring restrictions.

**DEFINITION:** Under direction performs professional work, which includes development, implementation, and maintenance of multinetwork, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN); maintains centralized, decentralized, and remote network services; maintains network security and data integrity; provides consultations and recommendations to infrastructure managers as required to troubleshoot and resolve network problems, monitor overall performance, and conduct upgrades as required; may be assigned to the administration of Storage Area Networks (SANs); does other related duties.

**SPECIAL NOTE:** DCF is seeking a candidate to fill a Network Administrator Position. This position is specific to IT security and the candidate should be well versed in IT Security policies and practices. Responsibilities will include designing and implementing IT security measures and controls according to state policy; Identifying and remediating network vulnerabilities; managing and maintaining security software and acting on threats and breaches.

**REQUIREMENTS**

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree which must include a minimum of eighteen (18) semester hour credits in mathematics, and/or computer science.

**NOTE:** Applicants who do not possess the Bachelor's degree but possess the 18 semester hour credits may substitute additional experience as indicated below on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

**NOTE:** Evidence of formal training in Computer Science/Information Technology received at an accredited institution may be submitted with your application for evaluation by the Civil Service Commission for possible credit. These training courses will be examined to see how they compare, both in hours/content, to college courses to which they equate, sixteen (16) training hours being equal to one (1) college credit. In house training courses will not be accepted as meeting this criteria; thus, they will not be evaluated.

**EXPERIENCE:** Three (3) years of experience in the development, implementation, and maintenance of multinetwork, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN) environments.

**NOTE:** For positions involved in the administration of a Storage Area Network, in lieu of the above experience requirement, applicants must have three (3) years of experience installing, configuring, and supporting network hardware and software, at least one (1) year of which shall have been in the planning, implementation, and support of storage area network and related technologies.

**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.

**NOTE:** APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

**IMPORTANT NOTICE**

**RESIDENCY** - Effective 9/1/11, 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 he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

**Electronic Filing:**

Forward a cover letter, resume, and transcripts electronically to:

**Job.Posting@dcf.nj.gov**

Include the Job Posting # in the subject line of your email.

**Alternate Filing:**

If unable to file electronically, applicants may forward a cover letter, resume, and transcripts (including Job Posting #) to:

**Andrea Maxwell, Assistant Director Human Resources  
Department of Children and Families  
Office of Human Resources  
P.O. Box 717  
Trenton, NJ 08625-0717**