



State of New Jersey

Department of Human Services

Philip Murphy
Governor
Tahesha L. Way
Lt. Governor
Sarah Adelman
Commissioner

The New Jersey Department of Human Services invites you to apply for the following position:

JOB POSTING #:	063-25	ISSUE DATE:	3/17/2025	CLOSING DATE:	3/31/2025
TITLE:	Home Instructor 80%				
LOCATION:	NJ Commission for the Blind and Visually Impaired Freehold (CRO) 100 Daniels Way, Freehold, NJ 07728	RANGE:	P 18		
		SALARY:	\$54,351.06 to \$76,649.82 (Salary equates to 80% of listed salary)		
		UNIT SCOPE:	K150		
		SERV. CLASS:	Competitive		
OPEN TO:	General Public				
DESCRIPTION					
DEFINITION:	Under close supervision of a supervisory official in the Commission for the Blind and Visually Impaired, Department of Human Services, does the field instruction, provides advice, and makes appropriate referrals to help newly blinded persons adjust to the loss of vision; does other related duties.				
NOTE:	[Insert- Position Specific Description/Duties may be entered here- if applicable]				
REQUIREMENTS					
EDUCATION:	N/A				
EXPERIENCE:	<p>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.</p> <p>Five (5) years of professional experience in providing instruction or other social services to the blind.</p> <p>OR</p> <p>Possession of a bachelor's degree from an accredited college or university; and one (1) year of the above-mentioned professional experience.</p> <p>NOTE: Appointees will be required to successfully pass a Braille assessment, administered by the Commission for the Blind and Visually Impaired.</p> <p>NOTE: "Professional experience" refers to work that is analytical, evaluative, and interpretive; requires a range of basic knowledge of the profession's concepts and practices; and is performed with the authority to act and make accurate and informed decisions.</p>				
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.				
IMPORTANT NOTICES					
NOTE FOR FOREIGN DEGREES:	Degrees and/or transcripts issued by a college or university outside of the United States must be evaluated by a reputable evaluation service at your expense. The evaluation must be included with your submission. Failure to submit the required evaluation may result in an ineligibility determination.				
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.				
DRUG SCREENING:	If you are a candidate for a position that involves direct client care with the Department of Human Services, you may be subject to pre and/or post-employment drug testing/ screening. The cost of any pre-employment testing will be at your expense. Candidates with a positive drug test result or those who refuse to be tested and/or cooperate with the testing requirement will not be hired. You will be advised if the position for which you're being considered requires drug testing and how to proceed with the testing.				
NOTE(S):	* Applicable regular or special re-employment list(s) established as a result of a layoff will be used before promotions are made. * <u>Telework</u> : This position "MAY" be eligible to participate in the Department's pilot "Telework Program", which offers eligible employees the opportunity to work remotely for up to two (2) days per week, as approved by management. Details on this, and other benefits, will be made available throughout the interview process.				
FILING INSTRUCTIONS					

Forward a cover letter and resume electronically to: CBVI.Postings@dhs.nj.gov

You **must** include the Job ***Posting #***, and ***Last Name*** in the subject line of your email. **Example: (123-22, Smith)**

New Jersey Department of Human Services is an Equal Opportunity Employer