



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 #:	221-25	ISSUE DATE:	7/29/2025	CLOSING DATE:	8/12/2025
TITLE:	Regional Staff Nurse Medical Assistance				
LOCATION:	Division of Aging Services Office of Community Choice Options Northern Regional Office 45 Kilmer Road Edison, NJ 08817	RANGE:	P25		
		SALARY:	\$77,143.55 – \$113,263.75		
		UNIT SCOPE(S):	K960		
		SERV. CLASS:	Non-Competitive		
OPEN TO:	Public				
DESCRIPTION					
DEFINITION:	Under the direction of a supervisory officer in the Department of Human Services or the Department of Health, monitors, evaluates, and determines appropriate levels of care for community-based and/or institutionalized patients; assures the delivery of essential health care needs and quality of service provided to eligible recipients; provides consultation services to assist in adhering to departmental standards; does related work as required.				
SPECIAL NOTE:	In addition to the above, this position provides options counseling to consumers based on identified health care needs and completes and submits all required paperwork and reports in a timely manner. Travel throughout Northern New Jersey will be required, with a focus on Morris, Passaic, Bergen, and Hudson Counties.				
REQUIREMENTS					
EDUCATION:	Graduation from the accredited college with a Bachelor's degree including or supplemented by successful completion of a curriculum in an approved school of nursing.				
EXPERIENCE:	Three (3) years of experience as a professional Registered Nurse, which shall have included clinical nursing, practice in nursing supervision, nursing education, nursing management, or public health nursing.				
NOTE:	Two (2) additional years of experience as specified above may be substituted for the Bachelor's degree.				
LICENSE:	Applicants must possess a current license or be eligible for licensure as a professional Registered Nurse in the State of New Jersey. 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					
FOREIGN DEGREES:	Degrees and/or transcripts issued by a college or university outside of the United States <u>must be evaluated</u> 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:	In accordance with N.J.S.A. 52:14-7 (NJ PL 70), the "New Jersey First Act", all employees must reside in the State of New Jersey (NJ), unless exempted under the law. If you do not live in NJ, you have (1) year after you begin employment to relocate your residence to NJ.				
DRUG SCREENING:	If you are a candidate for a position with DHS, you may be subject to pre and/or post-employment drug testing/ screening. The cost of any pre-employment testing <u>will be at your expense</u> . 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 its administered.				
CIVIL SERVICE LISTS:	Applicable regular or special re-employment list(s) established as a result of a layoff will be used before promotions are made. All appointments will be made utilizing the procedures and guidelines in accordance with N.J.A.C. 4A.				
TELEWORK:	Certain positions may be eligible to participate in the Department's "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.				
SAME PROGRAM:	If you are applying under the NJ State as a Model Employer "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME Program visit their website at: https://nj.gov/csc/same/overview/index.shtml , email: CSC-SAME@csc.nj.gov , or call CSC at (609) 292-4144,				

EMPLOYEE BENEFITS:	In accordance with the "Pay Transparency Act", the NJ State Benefits Package includes: State Health Benefits Program (medical, dental, prescription drug and vision care); Pension; Deferred Compensation; Public Service Loan Forgiveness (PSLF) participation; Tuition Reimbursement; Flexible and Health Spending Accounts (FSA/HSA); Paid holidays; Paid Leave (vacation days, sick days and administrative leave days); Telework; Alternate Work Week Program; Life Insurance; Tax\$ave; NJ Well; State Employee Discount Program; Employee Advisory Service (EAS); Please be advised that eligibility for any of the benefits listed may vary pursuant to job duties, operational need, funding, policy, procedures and/or guidelines.
FILING INSTRUCTIONS	
Forward a cover letter, resume, and transcript (if applicable) electronically to: DoAS.Resume@dhs.nj.gov You must include the Job Posting # , and Last Name in the subject line of your email. Example: (123-25, Smith)	

New Jersey Department of Human Services is an Equal Opportunity Employer