



## New Jersey Department of Military and Veterans Affairs

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### VACANCY ANNOUNCEMENT

**Posting #:**68-23 (Repost)

**Title:** Building Maintenance Worker

**Number of Vacancies:** 1

**Work Location:** 100 Camp Drive  
Sea Girt, NJ, 08750

**Posting Period:** From Open Until Filled

**Salary:** (O08) \$32,275.82 - \$44,853.59

**Workweek:** 40

**Program:** National Guard Training Center

**Scope of Eligibility:** Applications will be accepted from all New Jersey Department of Military and Veterans Affairs employees and outside applicants who meet the requirements listed below. Selection will be made from among the best qualified.

**Job Description:** Under direction of a Crew Supervisor, M/W Building Maintenance Workers or other supervisor in a state department, institution, or agency, may be assigned to work with mechanics, carpenters, electricians, painters, plumbers, and steam fitters in the trades as a helper; cleans and maintains offices, furniture, building, and grounds, and makes minor repairs; does other related duties as required.

#### Civil Service Commission Requirements

**License:** Appointees must possess a driver's license valid in New Jersey. Appointees may also be required to possess a valid Commercial Driver's License (CDL) and applicable endorsements for the class and type of vehicle being operated.

**Residency:** Pursuant to the "New Jersey First Act" N.J.S.A. 52:14-7 (L. 2011, Chapter 70), newly hired public employees are required to reside in the State of New Jersey, unless exempted under the law. If you do not reside in New Jersey, you have one (1) year after you begin employment to relocate your residence to New Jersey.

**Authorization to Work:** Selected candidates must be authorized to work in the United States per the Department of Homeland Security, United States Citizenship and Immigration Services regulations.

**Note:** The State of New Jersey does not provide sponsorship for citizenships to the United States.

**Veterans' Preference:** To qualify for New Jersey Veteran's Preference/status, you must establish Veteran's Preference through the Department of Military and Veterans' Affairs. Please submit proof of your Veteran's Preference along with your resume as indicated below. For more information, please visit <https://nj.gov/military/veterans/services/civil-service/preference>.

#### HOW TO APPLY:

SUBMIT APPLICATION FOR EMPLOYMENT, COVER LETTER, RESUME, AND E-MAIL ADDRESS BY 4:00PM ON THE CLOSING DATE TO:

Mail: ATTN: HRD-PMRS, PO Box 340, Trenton, NJ 08625-0340

E-Mail: [CareersCentral@dmava.nj.gov](mailto:CareersCentral@dmava.nj.gov)

Fax Number: (609)530-7192

Forms may be obtained from our web site at: <https://www.nj.gov/military/personnel/forms/employment-application.pdf>, the Human Resources Division, or call (609) 530-6723.

**New Jersey Department of Military and Veterans Affairs is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply.**