

State of New Jersey

DEPARTMENT OF MILITARY AND VETERANS AFFAIRS POST OFFICE BOX 340 TRENTON, NJ 08625-0340

PHILIP D. MURPHY Governor Commander-in-Chief SHEILA OLIVER Lieutenant Governor JEMAL J. BEALE Brigadier General The Adjutant General

STATE EMPLOYEE VACANCY ANNOUNCEMENT NO. V52-18

OPENING DATE: 7 January 2019

CLOSING DATE: 21 January 2019

POSITION: Carpenter, C16 (PAOC – Provisional Appointment Pending an Open-Competitive Exam) (\$42,112.27 - Starting Salary for New Hire)

NOTE: HIRE WILL BE PENDING APPROVAL OF EXEMPTION PROCESS

DUTY STATION: N.J. Department of Military and Veterans Affairs Atlantic City Air Base

AREA OF CONSIDERATION: Application will be accepted from all interested 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.

SELECTING OFFICIAL: Recommendation by the Base Civil Engineer, through the Deputy Adjutant General, to the Director of Human Resources.

DESCRIPTION OF POSITION: Under a supervisory officer, does general carpentry work involved in the layout, construction, repair and maintenance of buildings and of household, office, and institution equipment and furnishing Repairs broken and malfunctioning furniture, doors, window cords and sashes, venetian blinds, screens, locks, glass panes, and other types of equipment, and makes and installs window frames and sashes, screens, trim, doors, flooring, siding, sheathing, stairs, railing porches, cabinets, and simple furniture. Constructs and repairs buildings and structures, making use of any appropriate wood joints such as dovetail, miter, mortise, and tenon. Replaces damaged ceiling panels, wall coverings, or floor segments such as inlaid parquet pieces. Performs other work as required. **BASIC QUALIFICATIONS REQUIRED:**

EXPERIENCE: Three (3) years of experience in carpentry work involving the layout, construction, repair, and maintenance of buildings and office equipment and furnishings.

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.

RESIDENCY LAW: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the State of NJ on or after that date shall have one year from the date of employment to establish, and then maintain, principal residence in the State of New Jersey. New Jersey state employees hired prior to September 1, 2011 who transfer from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

HOW TO APPLY:

FOR APPOINTMENT CONSIDERATION: Applicants who desire consideration must complete an "Application for Employment" and submit a cover letter, resume of experience and copy of all license/certifications. Completed form must be forwarded by the closing date either electronically to <u>CareersCentral@njdmava.state.nj.us</u> or by FAX to 609-530-7192 or mail to NJDMAVA (ATTN: HRD-PMRS), PO Box 340, Trenton, NJ 08625-0340. Forms may be obtained from our web site at: <u>https://www.nj.gov/military/personnel/forms/employment-application.pdf</u>, or from the Human Resources Division, or call (609) 530-7038.

EQUAL EMPLOYMENT OPPORTUNITY: Selection will be made without consideration of race, religion, sex, affectional or sexual orientation, marital status, national origin, age, lawful political or other affiliations, membership or non-membership in an employee organization, physical disability which does not prevent normal performance of duties, or other non-merit factors.

DISTRIBUTION:

A, A1, A2, D, E, S Cemetery Veterans Haven North and Veterans Haven South VSO's Youth Challenge Academy