



State of New Jersey

PHILIP D. MURPHY
Governor

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
PO BOX 081
TRENTON, NJ 08625-0081

MATTHEW J. PLATKIN
Attorney General

SHEILA Y. OLIVER
Lt. Governor

WILLIAM H. CRANFORD
Chief Administrative Officer

March 21, 2023 NOTICE OF JOB VACANCY #23-189

This is a repost of vacancy #23-33; previous applicants need not reapply

An opportunity currently exists in the classified service with the Department of Law and Public Safety, Juvenile Justice Commission, for applicants who meet the requirements specified below:

TITLE: Social Worker 1 – Bilingual in Spanish & English

SALARY: \$55,478.62 to \$78,450.85

LOCATION: [Juvenile Justice Commission](#)
Office of Social Services
Rehabilitative and Treatment Services Unit
1001 Spruce Street Suite 202
Trenton, NJ 08638
(*Statewide travel required for work responsibilities*)

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under direction of a supervisory official in a state department, hospital, training school, research unit, or agency, is responsible for the more difficult and complex field and office work involved in conducting varied types of social investigations involving the collection, analysis, and recording of significant social facts, drawing sound conclusions therefrom, and basing appropriate action thereon; does other related duties as required. <https://info.csc.state.nj.us/jobspec/60053G.htm>

SPECIAL SKILL (Bilingual in Spanish and English): Applicants must be able to read, write, speak, understand, or communicate in Spanish and English sufficiently to perform the duties of this position. *Please indicate your bilingual abilities in Spanish and English in your cover letter or email.*

REQUIREMENTS

EDUCATION: Graduation from an accredited college or university with a Master's degree in Social Work.

EXPERIENCE: One (1) year of experience in social case work, which shall have involved the responsibility for gathering and analyzing social information from clients, the determination of their needs, and the planning and administration of treatment plans geared toward the needs of individual clients.

NOTE: A Master's degree in Social Work including or supplemented by a supervised field placement accredited by the Council on Social Work Education may be substituted for the above stated experience requirements.

SPECIAL NOTE: Appointment to this title may be made provisionally, pending the outcome of an open-competitive examination (PAOC). If selected for the position and appointed PAOC, you will be required to apply for the open-competitive examination, when issued by the Civil Service Commission for this title, pass and be reachable on the resulting eligible list to become permanent in the position. Appointees who fail to be reachable on the resulting CSC eligible list are subject to removal. **A bi-cat examination to test bilingual abilities will also be required to be appointed to this title.** Appointees who fail to pass the exam are subject to removal.

LICENSE: Appointee 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 essential duties of the position.

SAME APPLICANTS: If you are applying under the NJ CSC "SAME" program, your Schedule A or B letter must be submitted along with your resume and any other required supporting documents indicated on the announcement by the closing date indicated above. For more information on the SAME Program visit the CSC website at: <https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov, or call CSC at (833) 691-0404.

RESUME NOTE: Eligibility determinations will be based upon information presented in resume only. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.

Appointees will be required to be compliant with all Executive Orders (EO), mandates, policies, and directives related to Covid-19, including testing and vaccinations, and including but not limited to EO 252 (Murphy), EO 283 (Murphy) and/or EO 290 (Murphy).

This position may be eligible to telework for up to two (2) days a week as part of the JJC's Pilot Telework Program as authorized by the Civil Service Commission (CSC).

All offers of employment are conditional subject to the applicant agreeing to and then passing a background check that may include fingerprinting.

HOW TO APPLY: If qualified, please send a cover letter indicating interest in job vacancy announcement #23-189 with bilingual abilities in Spanish & English and a current resume on or before the closing date of **April 21, 2023** to the Recruitment Officer at jjcrecruitment@jjc.nj.gov.

The "New Jersey First Act," N.J.S.A. 52:14-7 (L. 2011, Chapter 70), requires new public employees to reside in the State of New Jersey within one (1) year of employment.

The Department of Law and Public Safety 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.

