



## State of New Jersey

PHILIP D. MURPHY  
*Governor*

DIVISION OF ADMINISTRATION  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
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WILLIAM H. CRANFORD  
*Chief Administrative Officer*

May 17, 2023

### NOTICE OF JOB VACANCY #23-333

Opportunities currently exist in the classified service with the Department of Law and Public Safety, Juvenile Justice Commission, for current State employees with permanent service in a competitive title who meet the requirements specified below:

**TITLE:** Institutional Trade Instructor 1, General Maintenance

**SALARY:** \$47,997.79 to \$67,632.37

**LOCATION:** [Juvenile Justice Commission](#)

NRI & RSC  
461-63 Central Avenue  
Newark, NJ 07107  
*(1) One Vacancy*

[Juvenile Justice Commission](#)

Vineland Prep  
2000 Maple Avenue  
Vineland, NJ 08360  
*(1) One Vacancy*

**NUMBER OF POSITIONS AVAILABLE:** Two (2) – Location preference is required

**DUTIES:** Under supervision of a supervisory officer in an institution or agency, provides vocational training to employees, inmates and/or residents in general maintenance which may include painting, roofing, fencing, carpentry, grading and other general maintenance; does other related duties. Please see the Civil Service Commission (CSC) job specification for additional information: <https://info.csc.state.nj.us/jobspec/40624J.htm>

### **REQUIREMENTS**

**EXPERIENCE:** Two (2) years of general experience as a painter, carpenter, mason, plumber, or roofer.

**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 the essential duties of the position.

**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.

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 #23-333 and location preference, and a current resume on or before the closing date of **May 31, 2023** to the Recruitment Officer at [jjcrecruitment@jjc.nj.gov](mailto: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.

