



State of New Jersey

PHILIP D. MURPHY
Governor

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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Chief Administrative Officer

January 30, 2023 NOTICE OF JOB VACANCY #23-33

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

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under the direction of a supervisory official within the Office of Social Services, Rehabilitative and Treatment Services Unit, 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 there from, and basing appropriate action thereon; does other related duties as required.

SPECIAL SKILL: 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 certification list to become permanent in the position. Appointees who fail to be reachable on the resulting CSC certification list are subject to removal.

SPECIAL NOTE: If selected and appointed you will be required take a Civil Service Bilingual written exam for this title and pass. 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.

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.

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.

If qualified, please send a cover letter indicating interest in job vacancy announcement #23-33 along with your bilingual abilities in Spanish & English and current resume on or before the closing date of February 13, 2023 to:

Recruitment Officer
jjcrecruitment@jjc.nj.gov

-OR-

Recruitment Officer
Juvenile Justice Commission
Office of Human Resources
P.O. Box 107, Trenton, NJ 08625-0107

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.

