



State of New Jersey

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

September 12, 2023
NOTICE OF JOB VACANCY
#23-562

This is a repost of vacancy announcement #23-393; previous applicants need not reapply.

An opportunity currently exists in the unclassified service with the Department of Law and Public Safety, Division of Gaming Enforcement, for applicants who meet the requirements specified below:

TITLE: Network Administrator 1
SALARY: \$72,836.90 to \$103,620.41
LOCATION: [Division of Gaming Enforcement](#)
Technical Service Bureau/Cyber and Analytics Unit
1300 Atlantic Avenue
Atlantic City, NJ 08401

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under the limited supervision of a supervisory official, in a state department, institution, or agency, or in a local government agency, performs complex professional work which includes development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN); maintains centralized, decentralized, and remote network services; maintains network security and data integrity; provides consultations and recommendations to infrastructure managers, as required, to troubleshoot and resolve network problems, monitor overall performance, and conduct upgrades as required; may be assigned to the administration of Storage Area Networks (SANs); does other related duties as required. Please see Civil Service Commission job specification for more information: <https://info.csc.state.nj.us/jobspec/10107.htm>.

REQUIREMENTS

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree that must include or be supplemented by a minimum of eighteen (18) semester hour credits in mathematics, computer science, information technology, and/or computer information systems. *A copy of your transcript is required when applying.*

NOTE: Applicants who do not possess the Bachelor's degree, but possess the eighteen (18) semester hour credits, may substitute additional experience as indicated below on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

NOTE: Evidence of formal training in Computer Science or Information Technology received from or evaluated by an accredited institution of higher learning may be submitted with your application. Applicants must provide documentation from the accredited institution that clearly outlines the training course(s) that are acceptable and the corresponding number of credit hours for the training to be accepted. In-house courses (such as training provided on the job or through the appointing authority) will not be accepted.

EXPERIENCE: Three (3) years of experience in the development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN) environments.

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.

PREFERENCE: Preference will be given to applicants with a Bachelor's Degree in Information Systems or a related field. Preference will also be given to applicants with skills including network administration and security experience, ethical hacking, data encryption technique and advanced level spreadsheet commands.

RESUME NOTE: Eligibility determinations are 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 will result in your ineligibility.

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.

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, a cover letter indicating interest in job vacancy announcement #23-562, *a current resume and a copy of your final unofficial transcripts, to verify possession of the required 18 credits must be received before 5:00 PM* on the closing date of **September 26, 2023**. Please submit resume, transcripts, and cover letter via email to the Recruitment Coordinator at jobs@njdge.org.

RESUMES RECEIVED AFTER 5:00 PM ON THE CLOSING DATE WILL NOT BE CONSIDERED.

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.

