



State of New Jersey

OFFICE OF THE ATTORNEY GENERAL
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF STATE POLICE
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May 16, 2024
NOTICE OF JOB VACANCY
#ADMIN 06-24D

An opportunity currently exists within the Department of Law and Public Safety, Division of State Police, for Department of Law & Public Safety employees only, with permanent status, who meet the requirements listed below:

- TITLE:** Graphic Artist 2
- SALARY:** \$50,229.66 - \$70,780.62 (35 ww)
- LOCATION:** Administration Section
Facility And Asset Bureau
Printing & Graphic Arts Unit
Division Headquarters
West Trenton, NJ 08628

NUMBER OF VACANCIES: One (1)

DUTIES: Under the limited supervision of a supervisor , independently designs complex and evolved layouts of graphic or printed material including brochures, newsletters, forms, reports, leaflets or books; compose mechanicals; organize graphic arts projects from conception to completion; evaluate graphic design for style, arrangement, color, technique, and effect; electronically produce a finished product for digital and print publication, display or on-line usage; freehand draw graphic material or lettering for title, backgrounds, or other layouts using traditional media or electronic digitizing drawing tools; operate computerized typesetting equipment; does other related duties as required.

REQUIREMENTS

EDUCATION: Graduation from an accredited college or university with an Associate's degree in Graphic Designs or Multimedia.

NOTE: Applicants who do not possess an Associate's degree may substitute a postsecondary certificate of completion of a business or vocational course of study in page layout and/or graphic design software with an emphasis on publishing applications.

EXPERIENCE: Two (2) years of experience in work involving graphic arts.

RESUME NOTE: Eligibility determinations will be based upon information presented in the 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.

If interested, please send a cover letter indicating job vacancy number, copy of your transcript, which indicates the date your degree was conferred (required), and a current resume before the closing date of May 29, 2024 to:

NJSPResumes@njsp.gov

-OR-

*Lavonda Wright, Manager 2
Division of State Police
Office of Human Resources
PO Box 7068
W. Trenton, NJ 08628-0068*

The New Jersey Division of State Police 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. 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.



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