



State of New Jersey

OFFICE OF THE ATTORNEY GENERAL
 DEPARTMENT OF LAW AND PUBLIC SAFETY
 DIVISION OF STATE POLICE
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PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

ANDREW J. BRUCK
Acting Attorney General

PATRICK J. CALLAHAN
Colonel

July 27, 2021
NOTICE OF JOB VACANCY
#DHRS 13-21S

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

TITLE: Technical Assistant

SALARY: \$37,482.59 - \$52,387.85

LOCATION: Division of State Police
 Division of Human Resources Section
 Personnel Bureau
 Selection Process Unit
 Division Headquarters
 West Trenton, NJ 08628

NUMBER OF VACANCIES: One (1)

DUTIES: Under supervision of a supervisory official in a state department or agency or a local jurisdiction, performs technical functions in providing information and assistance in reviewing and verifying data of a routine nature; does other related duties.

REQUIREMENTS

EXPERIENCE: Two (2) years of experience in reviewing, verifying, authorizing, and/or providing information and assistance of a technical or fiscal nature in a public or private organization.

NOTE: Applicants who do not possess the required experience may substitute semester hour credits from an accredited college or university on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

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.

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 and a current resume before the closing date of August 9, 2021 to:

NJSPPresumes@njssp.org

-OR-

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



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