



State of New Jersey

OFFICE OF THE ATTORNEY GENERAL
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF STATE POLICE
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January 9, 2025
NOTICE OF JOB VACANCY
#I&IT 51-24P

An opportunity currently exists within the Department of Law and Public Safety, Division of State Police, for applicants who meet the requirements listed below:

TITLE: Technician, Management Information Systems

SALARY: \$51,987.70 - \$73,257.94 (40ww)

LOCATION: Identification & Information Technology Section
Information Technology Bureau
IT Systems Support Unit
Division Headquarters
West Trenton NJ, 08628

NUMBER OF VACANCIES: One (1)

DUTIES: Under supervision of the IT Systems Support Unit Head, oversees the Division's managed print program. Coordinates with managed print vendors on the implementation, management, relocation, replacement, and monitoring of network connected printers and copiers. Analyzes and troubleshoots technical printing issues. Performs system maintenance, installs and updates printer drivers, and configures printers on Division workstations. Monitors printer usage using centralized management systems and reconciles printing invoices against device use. In addition, performs basic desktop support functions to assist the Unit and performs other related duties as required. Note: Statewide travel will be required for this position (vehicle provided for travel.)

REQUIREMENTS

EDUCATION: Completion of sixty (60) semester hour credits from an accredited college or university.

EXPERIENCE: One (1) year of experience in work involving information systems including responsibility for gathering, compilation, retrieval, maintenance, and distribution of financial, management, and/or other technical information in a public or private organization, or in providing user support and solving user problems in a help desk or related environment.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

NOTE: Twenty-four (24) semester hours credits in Computer Science, Information Technology, or a closely related field from an accredited college or university may be substituted for up to two (2) years of the required education.

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.

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 January 22, 2025 to:

NJSPResumes@njsp.gov

-OR-

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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