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Governor

State of New Jersey
Office of the Attorney General
DEPARTMENT OF LAW AND PUBLIC SAFETY
Juvenile Justice Commission
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January 16, 2025
NOTICE OF JOB VACANCY
JJC #004-25

Opportunities currently exist in the classified service with the Department of Law and Public Safety, Juvenile Justice Commission, for applicants who meet the requirements specified below:

TITLE: Supply Support Technician 3
SALARY: \$37,640.67 to \$52,449.99
LOCATION: [Juvenile Justice Commission](#)
Johnstone Campus-Business Office
50 Burlington Road
Bordentown, NJ 08505

NUMBER OF POSITIONS AVAILABLE: Two (2)

DUTIES: Under the general supervision of a supervisor in the Juvenile Justice Commission, assists with work involved in shipping, receiving, transporting, storage, stock rotation, pulling, checking, loading of trucks for delivery of supplies and materials in warehouse, distribution center, maintenance service area, or other complex installation with similar operations; does related work as required. Please see the Civil Service Commission (CSC) job specification for additional information: info.csc.state.nj.us/jobspec/43872.htm

REQUIREMENTS

EXPERIENCE: One (1) year of experience in shipping and receiving work in a warehouse, distribution center, maintenance service area or other similar installation.

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.

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 eligible list to become permanent in the position. Appointees who fail to be reachable on the resulting CSC eligible list are subject to removal.

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. 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, please send a cover letter indicating interest in job vacancy announcement JJC #004-25, and a current resume to the Recruitment Officer at jjcrecruitment@jjc.nj.gov on or before the closing date of **January 30, 2025**.

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



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