



# NEW JERSEY DEPARTMENT OF THE TREASURY

## NOTICE OF VACANCY

<b>POSTING #:</b> 2024 - 141 - P	<b>ISSUE DATE:</b> September 19, 2024	<b>CLOSING DATE:</b> November 7, 2024
-------------------------------------	--	--

<b>TITLE:</b> <i>Tentative Title</i>	<b>OPEN TO:</b> General Public
<b>FUNCTIONAL TITLE:</b> Cannabis Laboratory Evaluation Manager	<b>RANGE:</b> X98
<b>DIVISION:</b> Cannabis Regulatory Commission	<b>WORKWEEK:</b> NL (35 hours)
<b>LOCATION:</b> 50 Barrack Street, Trenton, NJ	<b>SALARY RANGE:</b> \$102,944.26 - \$147,131.56

### JOB DESCRIPTION

The Cannabis Regulatory Commission seeks to hire a Cannabis Laboratory Evaluation Manager. Under the direction of the Director of Compliance and Investigations in the Cannabis Regulatory Commission, manages and directs Laboratory Testing staff in partnership with the Compliance and Investigations unit. Conducts the survey, review, evaluation, and performance documentation of cannabis testing laboratories; supervises and participates in the collection of data from the seed-to-sale tracking system and licensing database to identify testing parameters and related results. Conducts site visits to Alternative Treatment Centers, Cultivation Sites and recreational dispensaries to evaluate standard operating procedures, observe testing methodologies. Responsible for managing the testing of cannabis products; manages monitoring, evaluation, and analysis of the status of testing, cultivation, and manufacturing of products by licensed cannabis businesses; serves as the manager of the Cannabis Laboratory Evaluation Unit; does other related duties as required.

The standard workweek is Monday through Friday. This position **may** be eligible to participate in the Department's pilot telework program, which allows eligible employees to work remotely for up to two (2) days per week, as approved by management. The position offers a comprehensive benefits package including medical, prescription drug, and dental coverage, benefit leave, Pension, supplemental pension plan, tax saving programs, and paid holidays.

### POSITION REQUIREMENTS

- Education:** Graduation from an accredited college or university with a bachelor's degree in Chemistry, Chemical Engineering, Forensic Science, or a related field.
- Experience:** Six (6) years of laboratory experience in analytical chemistry in a certified testing laboratory utilizing ISO/IEC 17025 principles or its predecessors, two (2) years of which shall have been in a supervisory capacity.
- Special Note:** Experience in manufacturing experience as a Quality Control Inspector in the pharmaceutical or cannabis industry using CGMP along with ISO/IEC 17025 principles, two (2) years of which shall have been in a supervisory capacity will also be considered.
- Note:** A Master's degree in Chemistry, Chemical Engineering, Forensic Science, or a related field may be substituted for one (1) year of the required non-supervisory experience.
- Note:** A Ph.D. in Chemistry, Chemical Engineering, Forensic Science, or a related field may be substituted for two (2) years of the required non-supervisory experience.
- Note:** A Doctor of Pharmacy (Pharm.D.) degree may be substituted for two (2) years of the required non-supervisory experience.
- 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.



# NEW JERSEY DEPARTMENT OF THE TREASURY NOTICE OF VACANCY

## GENERAL INFORMATION

**Vacancy Notice:**

This is not a promotional announcement. Appointment(s) resulting from this posting will be in accordance with Civil Service Commission rules and regulations.

**SAME Applicants:**

Candidates applying under the New Jersey "SAME" program, **must include a Schedule A or B letter** with other supporting documents (resume, proof of degree, etc) by the closing date indicated above. For more information, please visit <https://nj.gov/csc/same/overview/index.shtml>, email: [CSC-SAME@csc.nj.gov](mailto:CSC-SAME@csc.nj.gov) or call CSC at (609) 292-4144, option 3.

**Veteran's Preference:**

Veterans must provide proof of New Jersey Veteran's Preference with their initial application by including a copy of their New Jersey Civil Service Commission Notification of Veteran's Status. For more information, please visit: <http://www.state.nj.us/csc/seekers/veterans>.

**Foreign Degrees:**

Degrees and/or transcripts issued by a college or university outside of the United States must be evaluated for accreditation by a reputable evaluation service at your expense. The evaluation must be included with your application submission. Failure to submit the required evaluation may result in an ineligibility determination.

**Residency:**

In accordance with the New Jersey First Act, P.L. 2011, c.70, new public employees are required to establish and maintain principle residence in New Jersey within one (1) year of employment. For more information, please visit: <https://nj.gov/labor/lwdhome/njfirst/NJFirst.html>.

**Work Authorization:**

Applicants must possess acceptable work authorization in the United States in accordance with United States Citizenship and Immigration Services and Department of Homeland Security regulations. Candidates on student visas, F1 visas, OPT, or H1B visas are not eligible for employment.

## INSTRUCTIONS TO APPLY

Submissions must be received timely to the email address listed below in order to be considered. Failure to submit all required documents may result in an ineligibility determination. Interviews will be granted on the basis of the resume.

**If you are qualified, please submit the documents listed below by 5:00 p.m. on Friday, November 7, 2024:**

- Cover letter/Letter of interest
- Resume
- Proof of degree (unofficial transcript reflecting the date the degree was awarded/conferred or copy of diploma)

**Treasury Employment Recruiter**

Email address: [EmploymentRecruiter@treas.nj.gov](mailto:EmploymentRecruiter@treas.nj.gov)

(Please list the "2024- 141 - P Cannabis Laboratory Evaluation Manager" in the Subject Line)

THIS POSTING IS AUTHORIZED BY:

*Antoinette Sargent (nr)*

Antoinette Sargent, Human Resource Officer

*The State of New Jersey is an Equal Opportunity Employer*