



Chris Christie
Governor

Kim Guadagno
Lt. Governor

Allison Blake, PH.D., L.S.W
Commissioner

JOB VACANCY POSTING

POSTING #:	062-17	ISSUE DATE:	April 13, 2017
TITLE:	TRAINING TECHNICIAN 2	CLOSING DATE:	April 27, 2017
LOCATION:	Department of Children and Families (DCF) Office of Training and Professional Development 30 Van Dyke Avenue New Brunswick, NJ 08901		
POSITIONS:	1	RANGE:	P22
DISTRIBUTION:	STATE WIDE	SALARY:	\$53,910.34 - \$76,393.06

SCOPE OF ELIGIBILITY: Open to employees who are permanent in a competitive title with underlying permanent State service as a promotional or lateral opportunity, subject to current promotional and hiring restrictions.

DEFINITION: Under the direction of a Training Technician 3 or 4, or other supervisory official in a State department or agency, organizes and conducts the more complex training courses, classes and seminars for the purpose of improving individual and/or organizational performance; assists in the planning, development, administration and implementation of a small segment of a department/agency employee training program; does other related duties as required.

REQUIREMENTS

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.

EXPERIENCE: Two (2) years of experience in work involved in planning and carrying out training programs of varied types, such as employee training, adult education, and/or group education; or two (2) years of teaching experience in elementary school through college which shall have included curriculum development and/or the organization of learning programs.

SPECIAL NOTE: Significant consideration will be given to applicants with an applied understanding of Adult Learning, Transfer of Learning and applied behavioral change. A significant portion of a facilitator's job is to deliver learning experiences for adult learners, to increase understanding of a particular subject area, as well as support the new learning into practice. Applicants should have experience in teaching adult learners, class room management and facilitations.

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

NOTE: A Master's degree in Education or a related field may be substituted for one (1) year of 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.

NOTE: APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY PROMOTIONS ARE MADE.

IMPORTANT NOTICE

RESIDENCY - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

Electronic Filing:

Forward a cover letter and resume electronically to:

Jennifer.Dowd@dcf.state.nj.us

Include the Job Posting # in the subject line of your email

Alternate Filing:

If unable to file electronically, applicants may forward a cover letter and resume (including Job Posting #) to:

**Andrea Maxwell, Manager 2 Human Resources
Department of Children and Families
Office of Human Resources
P.O. Box 717
Trenton, NJ 08625**