



**Chris Christie**  
Governor

**Kim Guadagno**  
Lt. Governor

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

### JOB VACANCY POSTING

**POSTING #:** 145-16 **ISSUE DATE:** September 15, 2016  
**DAY CARE AIDE (INTERIM)** **CLOSING DATE:** September 29, 2016

**LOCATION:** Department of Children and Families (DCF)  
Office of Education  
DCF Regional School – Ocean Campus  
1141 Old Freehold Road  
Toms River, NJ 08753

**POSITIONS:** 1 **RANGE:** H 08

**DISTRIBUTION:** STATE-WIDE **SALARY:** \$28,872.65 - \$40,124.00

**SCOPE OF ELIGIBILITY:** Subject to current promotional and hiring restrictions.

**SPECIAL NOTE: This is an Interim Appointment (IA) which will expire upon the return of the employee on leave of absence.**

**DEFINITION:** Under supervision of a Day Care Center Supervisor in the Department of Children and Families, performs various duties giving physical assistance to disabled children or adults including preparing the noon meal, relieving the Day Care Center Technician with the training program, riding Day Care Center buses, and supervising clients transported on these vehicles; does other related duties as required.

#### REQUIREMENTS

**SPECIAL NOTE: Must be able to physically lift, move, and position students as needed.**

**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:

**Melissa Folk, Personnel Coordinator**  
**Department of Children and Families**  
**Office of Human Resources**  
**P.O. Box 717**  
**Trenton, NJ 08625**