



# VACANCY ANNOUNCEMENT

**The Department of Health has a career opportunity for qualified candidates for the following position:**

Title <b>Printing Operations Technician 2 [Classified Competitive]</b>			Salary <b>A18 \$45,053.25 - \$63,537.63</b>
Posting Number <b>10-18</b>	Position Number <b>937345</b>	Number of Positions <b>1</b>	Posting Period * From: <b>1/12/2018</b> To: <b>1/26/2018</b>
Location: <b>369 South Warren Street Basement Trenton, NJ 08625</b>			Scope of Eligibility/Open to: <b>Department of Health Employees</b>

## GENERAL DESCRIPTION

Independently analyzes incoming digital print requests to determine the specifications including paper stock, digital print parameters, graphic and print techniques, print styles, production requirements, digital printer settings, product work flow between finishing stations etc . Provides cost estimate on labor, materials and time and/or obtains quotes on materials for procurement purposes. Researches and tests printing software, equipment, and techniques for production viability and compatibility standards/requirements. This includes designing and monitoring fit-outs of equipment installations. Maintains printing equipment including implementing adjustments to enhance product quality, troubleshoots equipment/product deficiencies, repairs and/or trains with maintenance vendor as applicable. Provides technical advice and/or coaches staff on equipment utilization, design, printing, or finishing modification/techniques. Consults with Customers and Graphic Artists to discuss product development requirements and landscape output expectations. Designs electronic print product base plates and reporting formats/tools.

## REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

**EDUCATION:** Completion of a vocational, technical, or specialized training program in graphic and printing communications with course work including printing techniques, copy preparation, composition and layout, and graphic art.

**EXPERIENCE:** Three (3) years of experience in work involving printing and graphic art techniques, layout, equipment, and supplies.

Applicants who do not possess the required education may substitute two (2) years of additional nonsupervisory experience.

## IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:

***PSTMA@doh.nj.gov***

- Mail the required documents to:

**Jill Velez, Executive Assistant 3  
Management and Administration  
Reference Posting #10-18  
New Jersey Department of Health  
PO Box 360  
Trenton, NJ 08625-0360**

### Required documents:

- cover letter
- resume
- State of NJ Employment Application ([nj.gov/health/forms/dpf-663.dot](http://nj.gov/health/forms/dpf-663.dot)).

*\* Responses received after the closing date MAY be considered if the position is not filled.*

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- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
  - *If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.*
  - *If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.*
  - *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
  - *In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.*
  - ***The New Jersey Department of Health is an Equal Opportunity Employer.***

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