



# VACANCY ANNOUNCEMENT

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

Title <b>Supervisor Food Service Area Operations [Classified Competitive]</b>			Salary <b>R 11 \$34,510.37 to \$48,160.941</b>
Posting Number <b>140-19</b>	Position Number <b>036385</b>	Number of Positions <b>1</b>	Posting Period * From: <b>5/16/19</b> To: <b>5/30/19</b>
Location: <b>Greystone Park Psychiatric Hospital 59 Koch Ave Morris Plains, NJ 07950</b>		Scope of Eligibility/Open to: <b>Department of Health Employees</b>	
<b>GENERAL DESCRIPTION</b>			
Under direction of a supervisory official in the Department of Human Services, supervises the operations and maintenance of one or more dining rooms, or a commissary food service function to include proper service of food, preparation of light meals or fast food, maintenance of cleanliness in both the food service and preparation areas, and the assignment and direct supervision of subordinate employees; does related work as required.			
<b>REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)</b>			
<p><b>EXPERIENCE:</b> Two (2) years of experience in general kitchen work including the preparation of light meals.</p> <p><b>LICENCE:</b> Appointee 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.</p>			
<b>IMPORTANT FILING INSTRUCTIONS</b>			
<p>If interested in this position, you can reply in one of two ways:</p> <ul style="list-style-type: none"> <li>• Forward the required documents electronically to: <b><i>PST.GPH@doh.nj.gov</i></b></li> <li>• Mail the required documents to: <b>Michelle Battle, Personnel Assistant 2 Greystone Park Psychiatric Hospital Reference Posting #140-19 New Jersey Department of Health 59 Koch Avenue Morris Plains, NJ 07950-4400</b></li> </ul>			
		<p><b>Required documents:</b></p> <ul style="list-style-type: none"> <li>• cover letter</li> <li>• resume</li> <li>• completed application, found at: <a href="http://www.nj.gov/health/forms/dpf-663.pdf">http://www.nj.gov/health/forms/dpf-663.pdf</a></li> </ul> <p><i>* Responses received after the closing date MAY be considered if the position is not filled.</i></p>	

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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.***