



New Jersey Board of Public Utilities

44 South Clinton Avenue
P.O. BOX 350
Trenton, NJ 08625



NOTICE OF VACANCY

****This position may be eligible for telework up to two days per week****

POSTING NO.: 42-2024

TITLE: Deputy Director, Division of Engineering (SES/Gov. Rep. 1)

SALARY: \$145,000.00 – \$150,000.00

WORKWEEK: 35 hours (NL)

EXISTING VACANCIES: One (1)

OPENING DATE: June 26, 2024

CLOSING DATE: July 10, 2024

DIVISION/LOCATION: Division of Engineering

At the New Jersey Board of Public Utilities (“Board”), you will be part of a highly effective and collaborative team working to ensure that safe, adequate, and proper utility services are provided to all members of the public who desire such services.

GENERAL DESCRIPTION: The Deputy Director of the Division of Engineering will assist with managing the day-to-day operations and staff responsible for regulating the water, wastewater, natural gas and electric utility operations in New Jersey to ensure they provide safe, adequate service at reasonable rates while complying with New Jersey Statutes and the New Jersey Administrative code (“N.J.A.C.”). The Deputy Director will be responsible for managing and assigning the review of engineering plans; preparing evidence for legal purposes; serve as an agent of the court when so designated; and/or the enforcement of utility statutes laws and/or regulations; does related work as required.

WORK RESPONSIBILITIES

- Assists the Director in managing the day-to-day operations of engineering matters within the Division.
- Responsible for managing the review and processing of formal cases filed by utilities or other parties, including infrastructure programs, with a focus on evaluating capital projects. Ensures compliance with all deadlines and procedural schedules through case completion. Supports Division coordination with, and between, other technical divisions at the Board.
- Leads staff in preparing Board Orders, fact sheets, summaries, reports, cross-examination and staff opinions for formal petitions.
- Assists in supervision of Division Staff, responsible for approving biweekly timesheets, preparing employee performance evaluations (PARS) to include creating development plans and handling of disciplinary matters as needed.

- Monitors emerging trends in energy, water and other areas through participation in industry and regulatory groups. Interact regularly with Commissioners, Legal staff, representatives of other state agencies, utility representatives, market participants, and other stakeholders. Coordinate and engage effectively with stakeholders and constituents.
- Represents the Division on matters in Board meetings, public hearings, and in meetings and working groups with various utilities, government agencies, and citizen groups. Interacts and provides input concerning Division issues.
- Manages the review and submission of comments and recommendations on proposed new legislation and/or amendments to existing legislation pertaining to electric and gas utility operations.
- Oversees changes to and readoption of the N.J.A.C. Title 14:5 “Electric Service” and assists in changes to or readoption of other N.J.A.C. Title 14 chapters involving the Division.
- Reviews utility submissions for compliance with the reporting requirements of the N.J.A.C. and Board Orders. Evaluates utility performance through the review of quarterly and annual reports.

REQUIREMENTS

EDUCATION: Graduation from an accredited college with a Bachelor’s degree in Civil, Chemical, Mechanical, Electrical, or Environmental Engineering, Engineering Management or other field of engineering.

EXPERIENCE: Five (5) to seven (7) years of professional experience in engineering work to include policy and project management experience.

Demonstrated managerial skills, including such factors as interpersonal skills, decision-making, problem analysis and creative thinking, administrative judgment, delegation, managerial or financial control, interdepartmental cooperation/liaison, development of subordinates and organizational awareness are required. Good communication skills and leadership skills necessary.

RESUME NOTE: Eligibility determinations will be based upon information presented in resume and proof of degree submitted. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency.

OPEN TO THE FOLLOWING: Open to New Jersey residents.

RESIDENCY LAW: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the “New Jersey First Act,” which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey.

WORK AUTHORIZATION: Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. The State of New Jersey does not provide sponsorships for citizenships or Visas to the United States.

SAME APPLICANTS: If you are applying under the NJ “SAME” program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. The SAME program allows candidates, who identify as having a significant disability, to apply for non-competitive and unclassified positions through a fast track hiring process. For more information about the SAME program and the Fast Track Hiring program, please [click here](#) if you have any questions, please email, or call the contact as indicated on the job vacancy announcement.

HOW TO APPLY: Interested applicants should submit a letter of interest, resume, writing sample, a copy of the college transcript indicating the date the degree was conferred (if applicable), the State of New Jersey Employment Application and the [Personal Relationships Disclosure Form](#). Please make sure to include the posting number in the subject line via email. All documents must be submitted by the closing date shown above to the following:

**NJ Board of Public Utilities
Office of Human Resources
44 South Clinton Avenue
P.O. BOX 350
Trenton, NJ 08625
humanresources@bpu.nj.gov**

Visit us at <https://nj.gov/bpu/>