



**JOB OPPORTUNITY  
DEPARTMENT OF CORRECTIONS  
WHITTLESEY ROAD  
P.O. BOX 863  
TRENTON, NJ 08625**



**THIS POSTING IS ONLY OPEN TO THE FOLLOWING:**

- Current Department of Corrections employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions
- State employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions
- Interested individuals who meet the stated requirements

**Issue Date:** April 19, 2024

**Posting No.:** 170-24

**TITLE:** Institutional Trade Instructor 2, Welding **SALARY:** \$54,302.95 - \$76,672.36

**LOCATION:** Edna Mahan Correctional Facility for Women, Maintenance Unit – Clinton, NJ

**JOB DESCRIPTION:** Under the supervision of a supervisory officer in a correctional facility in the Department of Corrections, coordinates, plans, trains; as required assigns tasks to subordinate employees and takes the lead in the work activities in the area of welding; does related work as required.

**REQUIREMENTS**

**EXPERIENCE:** Three (3) years of experience in the warehouse and/or commissary trades which include the receipt, recording, storage and distribution of varied types of equipment, materials, and supplies, one (1) year of which shall have been in the training of new workers.

**PLEASE INCLUDE RESUME IN YOUR RESPONSE. POSTING TITLE AND NUMBER MUST BE INCLUDED IN THE SUBJECT LINE OF YOUR E-MAIL. ALL ATTACHMENTS MUST BE SENT IN PDF OR WORD FORMAT ONLY. ADDITIONALLY, YOU MUST PROVIDE YOUR E-MAIL ADDRESS. TO BE CONSIDERED, RESPONSES MUST BE POSTMARKED NO LATER THAN MAY 3, 2024.**

Forward Response To: Megan Cardinale, Human Resources  
Regional Personnel Services, Region 4  
Edna Mahan Correctional Facility for Women  
30 County Road 513  
Clinton, NJ 08809

**Emailed resumes are to be sent only to:** **DOC\_OHR-Region4@doc.nj.gov**