

NEW JERSEY DEPARTMENT OF CORRECTIONS
WHITTLESEY ROAD
P.O. BOX 863
TRENTON, NJ 08625

NOTICE OF JOB VACANCY

TITLE: Assistant Engineer Mechanical	SALARY RANGE: \$59,430.08 - \$84,038.60	POSTING NO.: 223-25	ISSUE DATE: 6/16/2025 CLOSING DATE: 7/1/2025
LOCATION: Central Office Headquarters, Infrastructure and Grounds – Trenton, NJ		CLASS OF SERVICE: Competitive	
THIS POSTING IS ONLY OPEN TO THE FOLLOWING: <div><input type="checkbox"/> 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</div> <div><input type="checkbox"/> 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</div> <div><input checked="" type="checkbox"/> Interested individuals who meet the stated requirements</div>			
JOB DESCRIPTION			
<p>Under the close supervision of a Principal Engineer, Mechanical or other supervisory official in a State department or agency, performs routine field and/or office work in mechanical engineering, including preparing layouts and work plans, and performing computations involving plumbing and drainage, heating and boiler installation, ventilation, air-conditioning, refrigeration, noise and vibration control, and sprinkler and fire protection systems for various types of State buildings; does other related duties as required.</p> <p>More Specifically, the selected candidate will review energy consuming systems and equipment including maintenance functions, operating practices and physical conditions. Assess utility usage patterns and evaluations for energy reduction opportunities and provide recommendations to staff. The candidate will interface and coordinate with the ESCO's Monitoring and Verification representative and DPMC's third party measurement and verification consultant. Promote energy conservation and energy efficiency through implementation of established best practices, energy conservation awareness education, integration of new energy efficient technologies and energy usage analysis. The candidate will prepare Energy Consumption Reports. These periodic Energy Consumption Reports will be used to track energy savings and to calculate energy cost savings realized from the energy savings improvement program.</p>			
REQUIREMENTS			
<p>EDUCATION: Graduation from an accredited college or university with a Bachelor's degree in Mechanical, Civil, or Electrical Engineering.</p> <p>NOTE: An Engineer-In-Training (EIT) certification issued by the Division of Consumer Affairs, New Jersey Office of the Attorney General may be substituted for the above education requirement. Applicants must submit proof of the EIT certification and the Fundamentals of Engineering (FE) exam results. The area of discipline indicated on the FE exam results must be in Mechanical, Civil, or Electrical and Computers.</p> <p>NOTE: Possession of a valid Professional Engineer's License issued by the New Jersey State Board of Professional Engineers and Land Surveyors may be substituted for the Bachelor's degree in Engineering.</p> <p>EXPERIENCE: One (1) year of experience in mechanical, civil, or electrical engineering work.</p> <p>NOTE: Possession of a Master's degree in Mechanical Engineering may be substituted for one (1) year of the indicated experience.</p>			
BENEFIT(S)* <small>*Pursuant to the State/Department's policy, procedures and/or guidelines.</small>			
<p>Joining the second largest department in the State of New Jersey offers many benefits to acknowledge the hard work, dedication and leadership of staff members. Statewide benefits include:</p> <div><div><ul style="list-style-type: none">• Alternate Work Week available for some positions• Telework available for some positions• Deferred Compensation• Paid Time Off• 13 State Holidays• Health and Life Insurance• Pet Insurance available through certain plans</div><div><ul style="list-style-type: none">• Flexible and Health Savings Accounts (FSA)/(HSA)• Tuition Reimbursement• Public Student Loan Forgiveness (PSLF)• Up to \$250 in rewards for exercising• Gym membership discounts• Diversity & Inclusion events• Workplace security, health and safety• Incarcerated Person empowerment and rehabilitation</div></div>			
APPLICATION INSTRUCTIONS			
<p>Please include resume and copy of transcripts (unofficial copies are acceptable), certification(s), and/or license(s), if applicable, in your response. Posting title and number must be included in the subject line of your email. All attachments must be sent in PDF or word format only. Additionally, you must provide your email address. To be considered, responses must be postmarked no later than closing date.</p> <p>Emailed resumes are to be sent only to: Civilian.Recruitment@doc.nj.gov</p> <p>Forward Response To: Robert Smith Region 6 Personnel Services Central Office, Civilian Recruitment P.O. Box 863 Trenton, NJ 08625-0863</p>			

DEDICATION * HONOR * INTEGRITY