



VACANCY ANNOUNCEMENT

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

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| Title Nursing Consultant [Classified Non-Competitive] | | | Salary P28 \$75,243.18 - \$107,223.96 |
| Posting Number 251-20 | Position Number 952665 | Number of Positions 1 | Posting Period * From: 09/01/2020 To: 10/10/2020 |
| Location: Community Health Services NJ Cancer Education and Early Detection (NJCEED) 50 E. State Street, 6th Floor, Trenton NJ | | | Scope of Eligibility/Open to: Applicants who Meet the Requirements |
| GENERAL DESCRIPTION | | | |
| <p>Monitor the New Jersey Cancer Education and Early Detection (CEED) grantees' for compliance with grant requirements. Serve as Clinical Consultant to all lead agencies. Actively participate in the preparation and processing of all grants, grant funding documents and grant proposals. Monitor grantee progress and expenditure reports. Provide timely responses to grantee inquiries and requests. Maintain essential grantee files, both electronically and in hard copy. Respond to administrative requests for information, as indicated. Accurately prepare and submit ad hoc reports (Commissioner requests, briefs, proclamations, etc.) within requested time frames. Represent NJCEED at assigned meetings and attend meetings as assigned and actively participate in the required Cancer Control Program meetings.</p> | | | |
| REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES) | | | |
| <p>EDUCATION: Graduation from an accredited college or university with a Bachelor's degree in Nursing or related health field and a Master's degree with a major course of study in Nursing Supervision, Administration, Public Health, Medical Care, Nursing, Health Education, or related health field.</p> <p>NOTE: Applicants who do not possess the required Bachelor's degree but possess an Associates degree in Nursing or graduated from an accredited School of Nursing may substitute two (2) years of additional clinical nursing experience as indicated.</p> <p>NOTE: Applicants who do not possess the required Master's degree may substitute one (1) year of additional clinical nursing experience as indicated.</p> <p>EXPERIENCE: Six (6) years of clinical nursing experience in an acute care, long-term or community-based setting.</p> <p>LICENSE: Current registration as a Professional Nurse in the State of New Jersey.</p> <p>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 essential duties of the position.</p> | | | |
| IMPORTANT FILING INSTRUCTIONS | | | |
| <p>If interested in this position, you can reply in one of two ways:</p> <ul style="list-style-type: none"> • Forward the required documents electronically to: <i>PSTCHD@doh.nj.gov</i> • Mail the required documents to: Donna Wagner, Administrative Assistant 2 (Select Division or Program Name) Reference Posting #251-20 New Jersey Department of Health PO Box 355 Trenton, NJ 08625-0355 <p style="text-align: right;">Required documents:</p> <ul style="list-style-type: none"> • cover letter • resume • completed application, found at: http://www.nj.gov/health/forms/dpf-663.pdf <p style="text-align: right;"><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.**
 - *RESUME NOTE: Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.*

PER-53
AUGUST 20