



State of New Jersey

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

Title <b>TES Building Maintenance Worker (Housekeeper)</b> <b>Continuous Recruitment</b> <b>[Interim/Temporary]</b>			Salary <b>\$19.88 hourly</b>	
Posting Number <b>202-23</b>	Position Number <b>TBD</b>	Number of Positions <b>5</b>	Posting Period * From: <b>12/13/2023</b> To: <b>06/30/2024</b>	
Location: <b>Ancora Psychiatric Hospital</b> <b>301 Spring Garden Road, Ancora, NJ 08037</b>			Scope of Eligibility/Open to: <b>Applicants who Meet the Requirements</b>	
<b>GENERAL DESCRIPTION</b>				
Under direction of a Crew Supervisor, a Building Maintenance Worker or other supervisor in a state department, institution, or agency, may be assigned to work as a helper; cleans and maintains offices, furniture, various buildings, grounds and patient areas. May make minor repairs; does other related duties as required. May perform housekeeping duties on patient wards.				
<b>REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)</b>				
Appointees 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.				
<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>PST.APH@doh.nj.gov</b></li><li>• Mail the required documents to: <b>Nancy Bill, Manager 2, Human Resources</b> <b>Ancora Psychiatric Hospital</b> <b>Reference Posting #202-23</b> <b>New Jersey Department of Health</b> <b>301 Spring Garden Road</b> <b>Ancora, NJ 08037</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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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. For more information on the SAME program, visit their website at: <https://nj.gov/csc/same/overview/index.shtml>, email: [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov) , or call CSC at (833) 691-0404.

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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.

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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.

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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.

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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.

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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 \_\_\_ provide sponsorships for citizenships to the United States.

Note: Newly hired employees must agree to a thorough background check that will include fingerprinting.