



NEW JERSEY DEPARTMENT OF HEALTH NOTICE OF VACANCY

State of New Jersey

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

Title Health Science Specialist [Unclassified]			Salary S98 TBD
Posting Number 210-24	Position Number 036121	Number of Positions 1	Posting Period * From: 3/20/2024 To: 4/18/2024
Location: Community Health & Wellness Unit Office of Cancer Control and Prevention (OCCP) 55 North Willow Street, 5th Floor Trenton, New Jersey 08625-0355			Scope of Eligibility/Open to: Applicants who Meet the Requirements

GENERAL DESCRIPTION

Under the direction of the executive director or higher-level supervisor, provide and set the course for effective program supervision for all state and federally-funded cancer programs in the Community Health and Wellness Unit (CHWU). Conducts program and research oversight for cancer programs supported by federal and state fiscal budget(s) to develop effective program progress and evaluation reports for communicating and describing how the program was monitored and the impact it had. This position will:

1. Manage and provide oversight for the NJ Cancer Education and Early Detection (NJCEED), Comprehensive Cancer Control and Prevention, Screen NJ, State Breast Cancer Public Awareness, and NJ Breast and Cervical programs.
2. Use advanced methods to identify and conduct unique research and/or develop new approaches to existing problems.
3. Assess and conduct trend multivariate data analysis and other evaluation methodologies to improve program performance.
4. Initiate, execute, and direct a research program or project independent of supervision.
5. Identify and use public health data as a tool to develop and prioritize interventions for cancer programs.
6. Select appropriate program intervention activities.
7. Identify a data analysis methodology that will be used for the evaluation framework.
8. Excellent verbal and written communication required.
9. Manage and incorporate Geospatial Mapping techniques into evaluation reports.
10. Manage the work operations and/or functional programs and has responsibility for employee evaluations and for effectively recommending the hiring, firing, promoting, demoting and/or disciplining of employees.
11. Coordinate the major projects under investigation with programs of other divisions, departments, or agencies.
12. Will be required to learn to utilize various types of electronic and/or manual recording and computerized information systems used by the agency, office of related units.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)



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EDUCATION:

A Doctorate from an accredited college or university in a discipline appropriate to the position.

EXPERIENCE:

Four (4) years of experience in an area appropriate to the position.

NOTE: A Master's degree in a discipline appropriate to the position plus an additional two (2) years of experience as specified above may be substituted for the Doctorate.

LICENSE:

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 the essential duties of the position.

IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:
PSTCHD@doh.nj.gov
- Mail the required documents to:
**Tiara Green, Administrative Assistant 1
Community Health Division
Reference Posting #210-24
New Jersey Department of Health
PO Box 355
Trenton, NJ 08625-0355**

Required documents:

- cover letter
- resume
- completed application, found at:
<http://www.nj.gov/health/forms/dpf-663.pdf>

** Responses received after the closing date MAY be considered if the position is not filled.*



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IMPORTANT NOTES

**State as a Model Employer
of People with Disabilities
(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. For more information on the SAME program, visit their website at:

<https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov , or call CSC at (833) 691-0404.

PHEL Candidates:

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.

Direct Client Care:

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.

**New Jersey
First Act:**

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.

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.

Authorization to Work:

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 to the United States.

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

The New Jersey Department of Health is an Equal Opportunity Employer.