



# State of New Jersey

## Department of Human Services

**Philip Murphy**  
Governor  
**Sheila Y. Oliver**  
Lt. Governor  
**Sarah Adelman**  
Commissioner

The New Jersey Department of Human Services invites you to apply for the following position:

<b>JOB POSTING NUMBER</b>	396-22	<b>ISSUE DATE</b>	10/12/2022	<b>CLOSING DATE</b>	Continuous
<b>TITLE</b>	Repairer	<b>RANGE</b>	O11		
<b>LOCATION</b>	Green Brook Regional Center 275 Greenbrook Road Green Brook, NJ 08812	<b>SALARY</b>	\$36,674.04 - \$51,178.08		
		<b>OPEN TO</b>	Public		
<b>DEFINITION</b>	Under direction of a Foreman, M/W or other supervisor in a State Department, institution, or agency, assists the craftsmen, and/or independently performs basic maintenance, construction, repair, or mechanical adjustment work involved in varied types of buildings, building facilities and/or building utilities, and highway and bridge construction; does other related duties as required.				
<b>REQUIREMENTS</b>					
<b>EDUCATION</b>	N/A				
<b>EXPERIENCE</b>	One (1) year of experience in work involving the inspection, repair, and general maintenance of household, office, and other equipment, fixtures, fittings, appliances, machinery, furnishings, and buildings.				
<b>NOTE</b>	The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.				
<b>NOTE FOR FOREIGN DEGREES</b>	Degrees and/or transcripts issued by a college or university outside of the United States must be evaluated by a reputable evaluation service at your expense. The evaluation must be included with your submission. Failure to submit the required evaluation may result in an ineligibility determination.				
<b>LICENSE</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.				
	CDL Appointees may be required to possess a valid Commercial Driver's License (CDL) and applicable endorsements for the class and type of vehicles being operated.  <b>NOTE:</b> The responsibility for ensuring that employees possess the required motor vehicle license, commensurate with the class and type of vehicles they operate, rests with the Appointing Authority.				
<b>IMPORTANT NOTICE</b>					
<b>RESIDENCY</b>	Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.				
<b>NOTE</b>	* Applicable regular or special re-employment list(s) established as a result of a layoff will be used before promotions are made. * This position may be eligible to participate in the Department's pilot "Telework Program", which offers eligible employees the opportunity to work remotely for up to two (2) days per week, as approved by management. Details on this, and other benefits, will be made available throughout the interview process.				
<b>DRUG SCREENING</b>	If you are a candidate for a position that involves direct client care in one of the Department of Human Services' hospitals or developmental centers, you may be subject to pre and/or post-employment drug testing/ screening. The cost of any pre-employment testing will be at your 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. You will be advised if the position for which you're being considered requires drug testing and how to proceed with the testing.				
<b>FILING INSTRUCTIONS</b>					
Forward a cover letter and resume electronically to: <a href="mailto:DDD-GRC.Resume@dhs.nj.gov">DDD-GRC.Resume@dhs.nj.gov</a> You must include the Job <b>Posting #</b> , and <b>Last Name</b> in the subject line of your email. Example: (123-22, Smith)					

New Jersey Department of Human Services is an Equal Opportunity Employer