



State of New Jersey

Department of Human Services

Philip Murphy
Governor
Tahesha L. Way
Lt. Governor
Sarah Adelman
Commissioner

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

JOB POSTING #:	503-23	ISSUE DATE:	9/26/23	CLOSING DATE:	Continuous
TITLE:	Analyst 2 Research & Evaluation				
LOCATION:	Division of Disability Services Disability Health & Wellness Unit 11A Quakerbridge Plaza Mercerville, NJ 08619	RANGE:	R28	SALARY:	\$79,848.66- \$113,786.94
		UNIT SCOPE:	K840		
OPEN TO:	Current State Employees				
DESCRIPTION					
DEFINITION:	<p>Under direction of the Director or other supervisory official in a State Department or Agency, designs, develops, and performs evaluations of health programs and analyzes health issues using qualitative and quantitative analysis techniques and methods; analyzes results of evaluations performed; designs research projects and acts as a consultant to department staff in the design of research projects, supervises staff and work activities. Prepares and signs official performance evaluations for subordinate staff; does other related duties as required.</p> <p>An incumbent in this position may be expected to perform the following duties: assist in conducting surveillance to improve state surveillance activities; facilitate partnerships between state agencies, community organizations, service providers and individuals with disabilities; assists in the investigation of factors contributing to mental health and health inequities; barriers to access healthcare; and social determinants of health for individuals with disabilities. Develop interventions and educational materials on topic-specific narratives to promote healthy living and prevention of secondary chronic conditions for people with disabilities. Collect and analyze data, and ensure data quality. Oversee the implementation of state and federal cooperative agreement(s) and contracts; with Program Manager/Administrator, develops applications and budgets for state and federal funding; and works closely with state and federal funding agencies to set goals and objectives and develop annual work plans.</p>				
NOTE:					
REQUIREMENTS					
EDUCATION:	Graduation from an accredited college or university with a Bachelor's degree supplemented by a Master's degree in Epidemiology, Systems Analysis, Operations Research, Mathematics, Statistics, Economics, Public Health, Public or Business Administration, Social Work, Demography, or Psychology.				
EXPERIENCE:	Four (4) years of experience involving the application of logic, mathematics, statistics, and/or economic principles in evaluating an epidemiologic, public health, medical, operations research, business or public administration, social work, statistical or economic field.				
NOTE:	Experience with SAS, SPSS, or Tableau preferred.				
LICENSE:	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 the essential duties of the position.				
IMPORTANT NOTICES					
NOTE FOR FOREIGN DEGREES:	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.				
RESIDENCY:	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.				
DRUG SCREENING:	If you are a candidate for a position that involves direct client care with the Department of Human Services, 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.				
NOTE:	<p>* Applicable regular or special re-employment list(s) established as a result of a layoff will be used before promotions are made.</p> <p>* Telework: 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.</p> <p>* 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.</p>				
FILING INSTRUCTIONS					
Forward a cover letter and resume electronically to: DHS-HRAdmin.Resumes@dhs.nj.gov You must include the Job Posting # , and Last Name in the subject line of your email. Example: (123-22, Smith)					

New Jersey Department of Human Services is an Equal Opportunity Employer

Please send all DRAFT postings to Central Office at
DHS.CO.HRrecruitment@dhs.nj.gov
for review, tracking, and posting #.