



State of New Jersey

Department of Human Services

Philip Murphy
Governor
Sheila Y. Oliver
Lt. Governor
Carole Johnson
Commissioner

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

JOB POSTING NUMBER	99-19	ISSUE DATE	04/11/19	CLOSING DATE	4/25/19
TITLE	Training Technician 2	RANGE	P21		
LOCATION	Division of Family Development Communications and Training Unit 6 Quakerbridge Plaza Hamilton, NJ 08619	SALARY	\$53,611.76 - \$75,900.80		
		OPEN TO	Current State employees		
DEFINITION	<p>Under the direction of a Training Technician 3 or 4, or other supervisory official in a State department or agency, organizes and conducts the more complex training courses, classes and seminars for the purpose of improving individual and/or organizational performance; assists in the planning, development, administration and implementation of a small segment of a department/agency employee training program; does other related duties as required.</p> <p>The position is located within the Communications, Training and Administrative Services Office. The training unit develops and provides training and technical assistance regarding the Division of Family Development's highly regulated major public assistance programs (Work First NJ, SNAP, Emergency Assistance, Child Support and Child Care Services) for staff, providers and County and Municipal Welfare (CWA/MWA) agencies.</p>				
REQUIREMENTS					
EDUCATION	Graduation from an accredited college or university with a Bachelor's degree				
EXPERIENCE	Two (2) years of experience in work involved in planning and carrying out training programs of varied types, such as employee training, adult education, and/or group education; or two (2) years of teaching experience in elementary school through college which shall have included curriculum development and/or the organization of learning programs.				
NOTE	<p>NOTE: Applicants who do not possess the required education may substitute additional experience as indicated above on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience</p> <p>NOTE: A Master's degree in Education or a related field may be substituted for one (1) year of experience.</p>				
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.				
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 NOTICE					
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.				
NOTE	Applicable special re-employment list established as a result of a layoff will be used before any promotions are made.				
DRUG SCREENING	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.				
FILING INSTRUCTIONS					
Forward a cover letter and resume electronically to: dfd-hrresumes@dhs.state.nj.us					
You must include the Job Posting # in the subject line of your email.					

New Jersey Department of Human Services is an Equal Opportunity Employer