



New Jersey Office of Information Technology

NOTICE OF JOB VACANCY

ISSUE DATE: May 25, 2023

CLOSING DATE: June 9, 2023

POSTING OPEN TO: () OIT EMPLOYEES IN UNIT SCOPE(S):
() STATEWIDE (STATE EMPLOYEES ONLY)
(X) GENERAL PUBLIC

TITLE: Coordinator Emergency Telecommunications Systems

POSTING # 2023-075

TITLE CODE: 07900

NUMBER OF POSITIONS: 2

SALARY RANGE: P28 \$79,846.66 - \$113, 786.94

HOURS OF WORK: 8:00 a.m. – 4:00 p.m.

LOCATION: NJ Office of Information Technology
Office of Emergency Telecommunications Services
300 Riverview Plaza
Trenton, NJ 08625

****PLEASE NOTE:** Appointment to this title may be made provisionally, pending the outcome of an open-competitive examination (PAOC). If selected for the position and appointed PAOC, you will be required to apply for the open-competitive examination, when issued by the Civil Service Commission for this title, pass and be reachable on the resulting eligible list to become permanent in the position. In Accordance with NJAC 4A, appointees who fail to be reachable on the resulting CSC eligible list are subject to removal.

SPECIFIC TO THE POSITION: Plans, develops and implements a cost effective statewide emergency response telecommunications system and the necessitated facilities and ancillary systems and services required to interface with local and other emergency public safety (i.e., police, fire, EMS) telecommunications systems; participates in the development and technical design of existing systems enhancements; develops and revises governing regulations and operational and training standards of the system for Public Safety Answering Point (PSAP) and Public Safety Dispatch Point (PSDP) call-takers and dispatchers and other public safety personnel; does other related duties.

DEFINITION: Under direction of a supervisor, Office of Information Technology, plans, develops and implements a cost effective statewide emergency response telecommunications system and the necessitated facilities and ancillary systems and services required to interface with local and other emergency public safety (i.e., police, fire, EMS) telecommunications systems; participates in the development and technical design of existing systems enhancements; develops and revises governing regulations and operational and training standards of the system for Public Safety Answering Point (PSAP) and Public Safety Dispatch Point (PSDP) call-takers and dispatchers and other public safety personnel; does other related duties.

REQUIREMENTS:

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.

EXPERIENCE: Five (5) years of experience in either a corporate structure or a government agency involving the planning, acquisition, installation and implementation of public safety telecommunications (i.e., radio, telephone, computer, etc.) facilities and services such as regionalized dispatch systems, computer-aided dispatch, private branch exchange (PBX) telephone systems, telemetry, computerized switching, and other voice/data transmissions.

NOTE: Applicants who do not possess the required general degree may substitute additional years of experience as indicated on a year for year basis.

NOTE: A Master's degree in computer science, mathematics, information processing data processing, computer programming, or other related field of study may be substituted for one (1) year of indicated experience.

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.

FOR NON-U.S. CITIZENS AND/OR FOREIGN DEGREES

AUTHORIZATION TO WORK: U.S. Citizenship is not required. Selected candidate must be authorized to work in the U.S. according to Department of Homeland Security, U.S. Citizenship and Immigration Services regulations.

Note on Degree Information: You must provide a transcript(s) or evaluation of your degree(s). Foreign degrees must be evaluated by a recognized evaluation service and include your course-by-course evaluation. Candidates will NOT be considered for the position if they fail to provide all requested documents upon initial submittal or fail to follow instructions when submitting electronically.

Current State employees: Any appointments made that involve movement may result in a forfeiture of rights to any promotional lists in their former unit.

RESIDENCY REQUIREMENTS: In accordance with the New Jersey First Act, [N.J.S.A. 52:14-7 \(L. 2011, Chapter 70\)](#), effective September 1, 2011 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. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

OPEN TO THE FOLLOWING: Applicants must meet the job specification on file at the Civil Service Commission. To view the Civil Service Commission's Job Specification, please visit: <https://info.csc.state.nj.us/TitleList/StateList.aspx>

The NJ Application for Employment can be found at: <http://www.nj.gov/it/docs/eo/DPF-663.pdf>

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.

As a condition of employment with NJOIT, a background inquiry may be conducted.

Electronic Filing Applicants are encouraged to file electronically. Forward **your resume, cover letter, unofficial transcript OR foreign degree evaluation, completed NJ Application for Employment and three professional references** to recruiter4@tech.nj.gov **include the posting number in the subject line.**

Alternate Filing: If unable to file electronically, applicants may forward **your resume, cover letter unofficial transcript OR foreign degree evaluation, completed NJ Application for Employment and three professional references (including posting #2023-075)** to:
Heather Pursell, Manager, Human Resources
Office of Information Technology
300 Riverview Plaza, 4th Floor
P.O. Box 212
Trenton, New Jersey 08625-0212

Authorized by: 
Lisa Blauer, Chief of Staff