



**State of New Jersey**  
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS  
POST OFFICE BOX 340  
TRENTON, NJ 08625-0340

PHILIP D. MURPHY  
*Governor*  
*Commander-in-Chief*

SHEILA OLIVER  
*Lieutenant Governor*

☆  
JEMAL J. BEALE  
*Brigadier General*  
*The Adjutant General*

**STATE EMPLOYEE VACANCY ANNOUNCEMENT V39-19**

**OPENING DATE:** July 1, 2019

**CLOSING DATE:** July 15, 2019

**(Applications must be received or post-marked by the closing date)**

**POSITION:** Roofer, C16

**STARTING SALARY:** \$42,112.27 - \$59,245.48

**(PAOC-Provisional Appointment Pending Open Competitive Examination)**

**LOCATION:** New Jersey Department of Military and Veterans Affairs  
Construction and Facilities Management Office - FMB

---

**JOB DESCRIPTION:** Under the direct supervision of Operation Maintenance Section Supervisor, performs all phases of construction, repairs and maintenance of roofing system. Inspects roofing systems to include roofs, flashing and gutters to determine condition, ascertain the nature of required repairs and complete repairs required. Constructs and repairs build-up roofing, both asphalt and coal tar pitch including flashing, gutters, roof drains, blocking, ballast, and reglets. Installs and patches roofing insulation, such as Fesco board, polyurethane-pearlite sandwich and tapered insulation. Makes crickets, seals roof drains, caulks reglets, to maintain a tight roofing system. Installs copper, aluminum, and plastic gutter systems, both recessed and exposed, and solders, caulks, and hangs these systems as required. Installs and repairs single ply roofing systems of rubber and plastic membrane, both loose laid and nailed systems, and applies and removes ballast as required. Inspects condition of roofs using the latest instruments such as thermal conductivity, nuclear, and infra-red, and lays out roof and performs measurements as required. Re-saturates roofs and performs preventative maintenance as required. Will be required to learn to utilize various types of electronic and/or manual recording and information systems used by the department. Does related work as required.

**EXPERIENCE:** Three (3) years of experience in work involving roofing, gutter repairs, and general carpentry associated with roofing work.

**NOTE:** Two (2) years of vocational training in roofing or general carpentry may be submitted for two (2) years of the 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.

**RESIDENCY:** Pursuant to the “New Jersey First Act” N.J.S.A. 52:14-7 (L. 2011, Chapter 70), newly hired public employees are required to reside in the State of New Jersey, unless exempted under the law. If you do not reside in New Jersey, you have one (1) year after you begin employment to relocate your residence to New Jersey.

**APPLICATION PROCESS:** Complete an Application for Employment, cover letter, resume and any required documents (licenses, certifications and/or transcripts) and forward electronically by the closing date to [CareersCentral@dmava.nj.gov](mailto:CareersCentral@dmava.nj.gov). If unable to file electronically, FAX correspondence to (609) 530-7192 or mail to NJDMAVA (ATTN: HRD Recruitment), PO Box 340, Trenton, NJ 08625-0340. Application can be obtained from our website at <http://www.nj.gov/military/personnel/forms/employment-application.pdf>

**New Jersey Department of Military and Veterans Affairs is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply.**