



## 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 NO. V40-19

**OPENING DATE:** June 14, 2019      **CLOSING DATE:** June 28, 2019  
(To be considered, applications must be received or post-marked by the closing date.)

**POSITION:** Substance Abuse Counselor, Temp. Employment Service (TES-Hourly Position)  
\$25.00/hour

**DUTY STATION:** NJ Department of Military and Veterans Affairs  
Division of Veterans Services - Veterans Haven North, Glen Gardner NJ

---

**AREA OF CONSIDERATION:** Application will be accepted from all interested applicants who meet the requirements listed below. Selection will be made from among the best qualified.

**SELECTING OFFICIAL:** Recommendation by the Superintendent, Veterans Haven North through the Director, Division of Veterans Services, through the Deputy Commissioner for Veterans Affairs, to Director Human Resources Division.

**DESCRIPTION OF POSITION:** Under direction of a Supervising Substance Abuse Counselor or other supervisory official in a state department, local government or institution, does field and office work to provide intake, outreach, and aftercare counseling services; does other related duties as required.

**BASIC QUALIFICATIONS REQUIRED:**

**EXPERIENCE:** One (1) year of experience in counseling or social work having responsibility for gathering and analyzing social or health information from clients, the determination of their needs, and the planning and carrying out of a treatment plan geared to the needs of individual clients.

**CERTIFICATION:** Applicants must possess a certificate as a Certified Alcohol and Drug Counselor (CADC), issued by the Board of Marriage and Family Therapy Examiners, New Jersey Division of Consumer Affairs, Department of Law and Public Safety.

Applicants who possess the credentials as a Licensed Clinical Alcohol and Drug Counselor (LCADC) are considered to have met the above certification requirements.

**LICENSE:** Appointee 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 LAW:** Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the State of NJ on or after that date shall have one year from the date of employment to establish, and then maintain, principal residence in the State of New Jersey. New Jersey state employees hired prior to September 1, 2011 who transfer from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

**HOW TO APPLY:**

**FOR APPOINTMENT CONSIDERATION:** Applicants who desire consideration must complete an "Application for Employment" and submit a cover letter, resume of experience and copy of all license/certifications. Completed form must be forwarded by the closing date either electronically to [CareersCentral@njdmava.state.nj.us](mailto:CareersCentral@njdmava.state.nj.us) or by FAX to 609-530-7192 or mail to NJDMAVA (ATTN: HRD-PMRS), PO Box 340, Trenton, NJ 08625-0340. Forms may be obtained from our web site at <https://www.nj.gov/military/personnel/forms/employment-application.pdf> the Human Resources Division or call (609) 530-7038.

**EQUAL EMPLOYMENT OPPORTUNITY:** Selection will be made without consideration of race, religion, sex, affectional or sexual orientation, marital status, national origin, age, lawful political or other affiliations, membership or non-membership in an employee organization, physical disability which does not prevent normal performance of duties, or other non-merit factors.

DISTRIBUTION:           A, A1, A2, D, E, S  
                                  Cemetery  
                                  Veterans Haven  
                                  VSO Offices  
                                  YCA