



# State of New Jersey

DIVISION OF ADMINISTRATION  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
PO BOX 081  
TRENTON, NJ 08625-0081

PHILIP D. MURPHY  
*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

GURBIR S. GREWAL  
*Attorney General*

WILLIAM H. CRANFORD  
*Chief Administrative Officer*

## September 14, 2020 NOTICE OF JOB VACANCY #20-185

An opportunity currently exists in the unclassified service with the Department of Law and Public Safety, Division of Criminal Justice, for applicants who meet the requirements listed below:

**TITLE:** Training Technician 3  
**SALARY:** \$65,565.90 to \$93,195.36  
**LOCATION:** Division of Criminal Justice  
Police Training Commission  
Curricula Development Unit  
Trenton, NJ

**NUMBER OF POSITIONS AVAILABLE:** One (1)

**DUTIES:** Under direction Administrator of the Police Training Commission, Division of Criminal Justice or other supervisory official in the Department of Law and Public Safety, supervises the activities and staff of a work unit responsible for conducting varied training courses, classes and seminars designed to improve individual and/or organizational performance; oversees the planning, development, administration and implementation of an entire department/agency employee training program or a major segment of it; responsible for the research, development, and writing of law enforcement curricula; does other related duties as required.

### **REQUIREMENTS**

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

**EXPERIENCE:** Three (3) 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 three (3) years of teaching experience in elementary school through college which shall have included curriculum development and/or the organization of learning programs.

**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.

**NOTE:** A Master's degree in Education or a related field may be substituted for one (1) year of the required 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.

**RESUME NOTE:** Eligibility determinations are based upon information presented in resume only. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating its U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.

*If qualified, please send a cover letter indicating interest in job vacancy number #20-185, and a current resume on or before the closing date of September 28, 2020 to:*

Recruitment Coordinator  
[LPS.Humanresources@njoag.gov](mailto:LPS.Humanresources@njoag.gov)

**-OR-**

Recruitment Coordinator  
Division of Administration  
P.O. Box 081, Trenton, NJ 08625-0081

The "New Jersey First Act," N.J.S.A. 52:14-7 (L. 2011, Chapter 70), requires new public employees to reside in the State of New Jersey within one (1) year of employment.

The Department of Law and Public Safety 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.

