



# VACANCY ANNOUNCEMENT

**The Department of Health has a career opportunity for qualified candidates for the following position:**

Title <b>Charge Nurse 12 Months [Classified Non-Competitive]</b>			Salary <b>R22 \$60,711.81 - \$86,030.97</b>
Posting Number <b>544-23</b>	Position Number <b>Continuous Recruitment</b>	Number of Positions <b>35</b>	Posting Period * From: <b>07/12/2023</b> To: <b>01/12/2024</b>
Location: <b>Trenton Psychiatric Hospital 100 Sullivan Way Trenton, NJ 08628</b>			Scope of Eligibility/Open to: <b>Applicants who Meet the Requirements</b>
<b>GENERAL DESCRIPTION</b>			
<p>Under the direction of the Supervisor of Nursing Services or other supervisory official in a state hospital, medical center, or other institution that provides medical assistance and/or guidance to the physically and/or mentally ill, ensures the health and well-being of the patients in a Psychiatric hospital. Formulates statistical data relative to patient care. Ensures that hospital and Joint Commission policies, procedures and guidelines are adhered to. Responsible for promoting patients' mental and physical comfort by preventing deterioration in their general physical condition by fostering physical and mental rehabilitation. Participates with interdisciplinary team members in the development of patients' treatment plans. Notifies Treatment Team of all changes made by the Medical Staff and supervises the work operations and/or functional programs established by the Treatment Team. Responsible for all medical orders pertaining to patient care, including the administration of medication, both oral and injectable. Conducts audits of the Medication system. Coordinate patient appointments related to Medical and/or Dental services. Assists physicians with examination of patient evaluations.</p> <p>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</p>			
<b>REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)</b>			
<p><b>EXPERIENCE:</b> One (1) year of experience as a professional nurse in a hospital or other institution, clinic, or medical center.</p> <p><b>LICENSE:</b> Registration as a professional nurse in the State of New Jersey.</p> <p>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 essential duties of the position.</p>			
<b>IMPORTANT FILING INSTRUCTIONS</b>			
<p>If interested in this position, you can reply in one of two ways:</p> <ul style="list-style-type: none"><li>• Forward the required documents electronically to: <b>PST.TPH@doh.nj.gov</b></li><li>• Mail the required documents to: <b>James Freeman, Manager 2, Human Resources Trenton Psychiatric Hospital Reference Posting #544-23 New Jersey Department of Health PO Box 7500 West Trenton, NJ 08628-7500</b></li></ul> <p><b>Required documents:</b></p> <ul style="list-style-type: none"><li>• cover letter</li><li>• resume</li><li>• completed application, found at: <a href="http://www.nj.gov/health/forms/dpf-663.pdf">http://www.nj.gov/health/forms/dpf-663.pdf</a></li></ul> <p><i>* Responses received after the closing date MAY be considered if the position is not filled.</i></p>			

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- Newly hired employees must agree to a thorough background check that will include fingerprinting.
  - If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.
  - If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's 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.
  - In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.
  - In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", 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.
  - **The New Jersey Department of Health is an Equal Opportunity Employer.**
  - **RESUME NOTE:** Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.
  - **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](mailto:SAME@csc.nj.gov) , or call CSC at (833) 691-0404.