



NEW JERSEY DEPARTMENT OF HEALTH NOTICE OF VACANCY

State of New Jersey

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

Title Research Scientist 2 [Unclassified]			Salary P28 \$85,535.88 - \$121,891.47
Posting Number 505-24	Position Number 944643	Number of Positions 1	Posting Period * From: 08/01/2024 To: 08/15/2024
Location: Office of Research Initiatives 25 South Stockton Street Trenton, NJ 08625			Scope of Eligibility/Open to: Applicants who Meet the Requirements

GENERAL DESCRIPTION

The Research Scientist 2 (RS2) will report to the SES Director for the Office of Research Initiatives (ORI). The Program Management Officer (PMO) shall assist with the coordination, planning and implementation of specific research programs that address the statutory requirements, mission and vision of the NJ Commission on Brain Injury Research (NJCBI) and the NJ Commission on Spinal Cord Injury Research (NJCSCR) Operating as the Office of Commissions through the auspices of the Office of Research Initiatives (ORI).

The primary responsibility for this position will be to manage the grant awards process from pre-award through post-award by collaborating and contributing to a) draft Research Program Guidelines and distribution of approved final version to stakeholder, post to website, b) work closely the 4-person relevancy review panel to make assignments of qualified scientific peer reviewers to evaluate and score grant applications submitted to the Commissions offices, c) create and manage the leader boards throughout the review process and present to the respective stakeholders for consideration of award, e) test rollover of current grant programs and new grant programs in SAGE with the Grants Management Officers (GMO), f) monitor ongoing activities related to posting of the Research Program Guidelines and Notice of Funds Available (NOFA) to include, but may not be limited to: record and acknowledge receipt of Letter of Intent (LOI), g) collaborate with the GMO to allow SAGE reviews, and creates all post award documents including Attachment C's and grant notification letters, h) monitor, review and implement review of progress reports, i) work with GMO to close-out each grant ensuring all documentation is complete and the grantee has completed all requirements as defined in the Notice of Grant Award (NOGA).

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

EDUCATION:

Graduation from an accredited college or university with a Master's degree in a discipline appropriate to the position.

EXPERIENCE:

Three (3) years of full-time experience in a field appropriate to the position.

NOTE: A Doctorate in a discipline appropriate to the position may be substituted for two (2) years of experience indicated above.

LICENSE:



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Appointees will be required to possess a valid 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.

IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:
PSTOC@doh.nj.gov
- Mail the required documents to:
**Kevin Jennings, Supervising Mgt. Impr. Specialist
Management and Administration
Reference Posting #505-24
New Jersey Department of Health
PO Box 360
Trenton, NJ 08625-0360**

Required documents:

- cover letter
- resume
- completed application, found at:
<http://www.nj.gov/health/forms/dpf-663.pdf>

** Responses received after the closing date MAY be considered if the position is not filled.*



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IMPORTANT NOTES

**State as a Model Employer
of People with Disabilities
(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.

PHEL Candidates:

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.

Direct Client Care:

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.

**New Jersey
First Act:**

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.

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.

Authorization to Work:

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. The State of New Jersey does **not** provide sponsorships for citizenships to the United States.

Note: Newly hired employees must agree to a thorough background check that will include fingerprinting.

The New Jersey Department of Health is an Equal Opportunity Employer.