



# New Jersey Department of Environmental Protection Notice of Vacancy

Filling of this position is contingent upon further approval process

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**Title:** Information Technology Specialist

**Posting Number:** M&B-2024-21

**Open to:** General Public

**Work Week:** 35 (35-hour) Work Week

**Salary:** (P21) \$60,062.18 – \$85,033.04

**Opening Date:** 6/28/2024

**Closing Date:** 7/19/2024

**Existing Vacancies:** One (1)

## **Program/Location**

Department of Environmental Protection  
Management & Budget  
Information Technology  
Bureau of Business Systems Development  
401 East State Street  
Trenton, NJ 08625

**Scope of Eligibility:** Open to applicants who meet the requirements below.

**Description:** Under direct supervision in a state department, agency, data center, institution, or state college, assists in at least one of the following areas: the design and preparation of least complex operation routines and computer programs for electronic data processing equipment utilizing required and current software, operating systems, and multiprogramming technology; the control and/or implementation/maintenance of highly technical operating systems associated with new generations of computers to function toward optimum utilization of available hardware/software using comprehensive knowledge of the operating system function; the development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN), maintenance of centralized, decentralized and remote network services, network security, data integrity, network performance monitoring, network problems resolution, and user support; does other related duties as required.

**Specific to the Position:** Assist with the development of a Center of Excellence (COE) low/no-code development. Enable a set of tools and standards that allow IT and business staff to develop applications that follow industry best practices and comply with state data and security standards. Assist with development of standards; policy; managing software development lifecycle (SDLC); team mentoring; and building applications that mitigate inconsistencies and risk. Collaborate with management, team, and customers to identify requirements and specs. Assist with design sessions and prepare algorithms and flowcharts. Produce efficient and elegant code. Develop APIs for data migration and multi-system integration. Test and deploy solutions. Troubleshoot, debug, maintain, and improve existing software. Ensure security guidelines and best practices are met. Compile and access feedback to improve software performance. Assist with aiding, training, and coaching team to ensure all members are confident and productive. Develop technical documentation.

**Preferred Skill Set:** Experience with low-code/no-code development, SimpliGov, Pega, other BPM/CRM systems, MS SQL Server, MySQL/MariaDB, Structured Query Language (SQL), other RDBMS solutions, HTTP, Python, Java, C++, Javascript, PHP, Business Objects, Tableau, ESRI GIS products, WindowsOS, Linux a plus. Experience with full SDLC. Experience with implementing AI, Gen AI. And machine learning a plus. Proficiency in Microsoft Office 365 suite. Ambition, strong work ethic, and sound planning and communication skills.

## Requirements

### EDUCATION:

Graduation from an accredited college or university with an Associate degree in Computer Science or Computer/Information Technology.

### EXPERIENCE:

One (1) year of experience in at least one of the following areas:

The design and preparation of programs for electronic data processing utilizing current operating systems, modification of systems software and multiprogramming technology; or the development, maintenance, or installation of application programs; or in performing technical support functions within a direct access device environment, or the development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN) environment.

Note: Technical support functions include experience in resolution of online production and/or communications network problems, and/or code modification, testing, and debugging of program modules in an online environment, and/or space allocation and control of direct access storage devices (DASD management).

Note: A Bachelor's or Master's degree in Computer Science may be substituted for one (1) year of indicated experience.

NOTE: A general Bachelor's degree from an accredited college or university may be substituted for the Associate degree.

### SPECIAL NOTE ON SUBSTITUTING EXPERIENCE FOR EDUCATION

Experience in the study of work methods/processes, analysis of varied types of data, design and preparation of systems/programs, operation of multiprogramming computer systems and work in the data processing support areas of input/output control or reliability support may be substituted for the required education on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

NOTE: Evidence of formal training in Computer Science/Information Technology received at an accredited institution may be submitted with your application for evaluation by the Department of Personnel for possible credit. These training courses will be examined to see how they compare, both in hours/content, to college courses to which they equate, sixteen (16) training hours being equal to one (1) college credit. In house training courses will not be accepted as meeting this criterion; thus, they will not be evaluated.

NOTE: All U.S. degrees and transcripts must be from an accredited college or university. All foreign degrees and transcripts must be evaluated for accreditation by a recognized evaluation service by the closing date of this posting. Failure to provide documentation may result in ineligibility.

**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:** All persons newly hired on or after September 1, 2011 have one year from the date of employment to

establish, and then maintain principal residence in the State of New Jersey subject to the provisions of N.J.S.A. 52:14-7 (L.2011, Chapter 70), also known as the "New Jersey First Act".

**Authorization to Work:** Selected candidates must be authorized to work in the United States per the Department of Homeland Security, United States Citizenship and Immigration Services regulations. **Note:** The State of New Jersey does not provide sponsorship for citizenship to the United States.

**Veteran's Preference:** To qualify for New Jersey Veteran's Preference/status, you must establish Veteran's Preference through the Department of Military and Veterans' Affairs. Please submit proof of your Veteran's Preference along with your resume as indicated below. For more information, please visit <https://www.nj.gov/military/veterans/services/civil-service-preference/>

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**Submit Letter of Interest, Resume, Unofficial Transcripts (if college degree is required), and the [Personal Relationship Disclosure Statement](#) by 4:00 p.m. on the closing date to:**

Talent Acquisition Team

Division of Human Resources

E-mail Address: [DEP-HR-EXECUTIVE.Resumes@dep.nj.gov](mailto:DEP-HR-EXECUTIVE.Resumes@dep.nj.gov)

Please include the title and posting # of this Notice of Vacancy in the subject line of your e-mail.

[Please tell us how you heard about this position](#)

**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, please visit <https://nj.gov/csc/same/overview/index.shtml>, email [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov), or call CSC at (609) 292-4144 and select Option #3.

**Posting Authorized By:**

Phiroza Stoneback, Manager

Division of Human Resources

**The New Jersey Department of Environmental Protection is an Equal Opportunity Employer and is committed to inclusive hiring and a diverse workforce. We strongly encourage people from all backgrounds to apply. Accommodations under ADA will be provided upon request.**