



**NEW JERSEY DEPARTMENT OF TRANSPORTATION**  
**Public Posting**

**POSTING #:** 24-00252

**TITLE:** Safety Service Patrol Apprentice

**ISSUE DATE:** 7/19/2024

**TITLE CODE:** 10316

**CLOSING DATE:** 8/30/2024

**DIVISION:** Operations

**LOCATION:** Harding and Cherry Hill

**UNIT:** Transportation Mobility

**RANGE:** O12

**SALARY:** \$41,012.50-\$46,447.51

**WORK WEEK:** 40-hour

**OFFICE DESCRIPTION**

The New Jersey Department of Transportation (NJDOT) is seeking applications for candidates for the position of **Safety Service Patrol Apprentice** within the Division of Operations. Safety Service Patrol Apprentices are assigned a 40 - hour work week. Current starting salary is between \$41,012 and \$46,447, based on experience. As a NJ State Department, NJDOT offers a comprehensive benefits package including Health Care (medical, prescription drug, dental and vision care), Pension, Deferred Compensation, 13 paid holidays, and Benefit Leave (12 vacation days, 15 sick days and 3 administrative days).

NJDOT's Safety Service Patrol provides coverage along 225 linear miles of interstate and state highways throughout New Jersey. They assist motorists whose vehicles have become disabled as a result of a crash, a mechanical failure or other cause and provide safety for emergency responders. This highly visible and successful program assists nearly 70,000 customers annually. Assistance includes changing a flat tire, pushing a disabled vehicle off to the shoulder, pulling a vehicle trapped in mud or snow back onto the road, providing a small amount of gasoline and making minor repairs. Along with assisting disabled vehicles and drivers on our highways, SSP drivers also assist the New Jersey State Police (NJSP) and other secondary responders by promoting safety and diverting traffic during incidents and creating a safe work zone for emergency responders. On the freeways where there is SSP coverage, the average duration to clear an incident is less than 40 minutes.

**POSITION DESCRIPTION**

Under close direction of a Shift Supervisor Safety Service Patrol (SSP) in the Department of Transportation, an SSP Apprentice receives on - the - job training in SSP duties as well as other related duties, including:

- Communication with the public, providing courteousness and empathy, particularly in stressful and traumatic situations, ability to understand, remember, carry out, and learn from oral and written directions, explanations and demonstrations.
- Learns to contact the Central Dispatch Unit for all incidents communicating accurate information and requesting additional assistance as required.
- Learns to assist and relieve law enforcement officers in duties relating to traffic control situations, maintains traffic control in accordance with the N.J.D.O.T. Safety Manual as well as the N.J.D.O.T. Work Zone Safety Set up Guide, receives on - the - job training in assisting disabled motorists along a designated section of roadway by changing a flat tire, providing a small amount of fuel, jump starting a vehicle, providing directions for lost travelers or calling for additional assistance such as (Police, Fire, Medical, Maintenance, Environmental and Towing Services).
- As first on scene at motor vehicle accidents, learns to prioritize and control situations until released by a supervisor or incident commander and in some cases until the incident clears.
- Responds to transportation related accidents and provides traffic control for fire and police as necessary, as stated in the N.J.D.O.T. Safety Manual as well as the N.J.D.O.T. Work Zone Safety Set up Guide. Provides traffic queue information to the Statewide Traffic Management Center (STMC) and / or Traffic Operations South (TOC) on a regular basis, also provides estimated durations for transportation related incidents.

**- Works in all weather and provides motorists assistance particularly during harsh conditions such as heavy snow, ice, rain and other hazardous events. May be required to perform safety overtime during weather emergencies and other types of critical situations.**  
**Saturdays and Sundays and some holidays are required work days.**

## **REQUIREMENTS**

Entry - level position. Applicants are required to possess a valid **Commercial Driver's License (CDL) Class B** with Air Brakes endorsement.

### **Preferred Skill Set**

Basic Automobile Repair, Towing, Emergency Response, Hazmat Awareness, Hazardous Communication Training, Safety Traffic Control for Responders, Bloodborne Pathogens, Fire Extinguisher and Incident Command System 100/700.

### Training:

Appointees must successfully complete the following training within one (1) year of hire:

- Basic Automobile Repair
- Incident Command (ICS - 100)
- Emergency Traffic Control for Emergency Responders
- Blood borne Pathogens
- Use of Fire Extinguishers
- Hazmat Awareness
- Hazardous Communication Training

Appointees must also successfully complete Incident Command Systems (ICS - 200) training within two (2) years of hire. The inability of an employee to complete the required training period and/or to attain a level of performance warranting advancement shall be considered cause for separation.

Work Authorization: Applicants 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 sponsorship or accept F1 Student or H1B visas.

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. •

## **TO APPLY**

**You must apply through the NJDOT website at:**

**<https://www.state.nj.us/transportation/about/employ/openings.shtm>**

Submit a complete packet by the closing date that includes the following documents:

- NJ State Application for Employment (Application and instructions can be found at link above)
- Letter of interest
- Current resume

**IMPORTANT NOTES**

**Incomplete Packets:** Applicants MAY NOT be considered if they fail to provide all requested documents upon initial submittal or fail to follow instructions when submitting electronically. Applicants will be selected for an interview on the basis of their application/resume.

NJDOT provides reasonable accommodations to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please email dot - hr.ada@dot.nj.gov. Determinations on requests for reasonable accommodation will be made on a case - by - case basis.

**Current State employees:** Any appointments made that involve movement may result in a forfeiture of rights to any promotional lists in their former unit.

**SAME APPLICANTS:** If you are under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by 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 609 - 292 - 4144, option 3.

**New Jersey Is An Equal Opportunity Employer**