NEW JERSEY DEPARTMENT OF TRANSPORTATION
Public Posting

POSTING #: 23-00099

TITLE: Information Technology Specialist

ISSUE DATE: 3/22/2023

TITLE CODE: 53261

CLOSING DATE: 4/12/2023

DIVISION: Information Technology

LOCATION: Ewing

UNIT: Application Development & System Support

RANGE: P23

SALARY: $63,525.05-$87,159.77

WORK WEEK: 40 hours

DESCRIPTION

The New Jersey Department of Transportation (NJDOT) is seeking candidates for the position of **Information Technology Specialist** within the Division of Information Technology, Application Development & System Support. The Information Technology Specialist is assigned a 40 - hour work week. Current starting salary is between $63,575 and $87,159, 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).

The Department of Transportation (DOT) currently offers a telework pilot program, and this position may qualify for up to 2 days of remote work at your primary residence outside of your assigned DOT work location. This program does not supersede the "New Jersey First Act", which requires newly hired NJDOT employees to establish, and then maintain, principal residence in the State of New Jersey.

New hires will not be eligible for the telework pilot program until they successfully complete their 4 - month working test period.

NJDOT's Office of Application Development and System Support (ADSS) provides the following services and activities: In - House Business Analysis and Development; In - House Application Development; In - House Application Maintenance; In - House Consultant Oversight and Procurement; In - House Technology Support Services; Office of Information Technology resource management and communications.

An appointee to this position will be work as part of a team and job duties include but are not limited to: Developing programs and reports within existing applications; Developing programs and reports in new applications; Programming in ASP, ASP.NET, HTML, CSS, Java, Java script, vb.NET, vb/PowerShell script, Bootstrap and other languages as necessary to support existing systems; Preparing SOW's; reviewing and evaluating vendor proposals; reviewing billing invoices and attending meetings; Documenting business needs and requirements; Collaborating with IT vendors; Working with the main enterprise systems and participating in there - write of financial and procurements systems.

REQUIREMENTS

Graduation from an accredited college or university with an Associate's 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.

SPECIAL NOTE ON SUBSTITUTING EXPERIENCE FOR EDUCATION

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

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.

For more information regarding this position, please refer to: http://info.csc.state.nj.us/jobspec/53261.htm

Preferred Qualities/Experience:
 - Web based programming knowledge
 - Cloud based architecture and development
 - Excellent analytical, problem identification and resolution skills
 - Experience with Vendors and Clients related to contracts and compliance issues
 - Knowledge of Database design principles
 - Good oral and written communication skills that allow accurate translation of user requirements into Information Technology products.

REQUIREMENTS (cont.)

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. NJDOT does not provide sponsorship or accept student OPT/CPT program, F1 or H1B work authorization 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 instructions can be found at link above)
 • Letter of interest
 • Current resume
 • Copy of unofficial transcript OR foreign degree evaluation

IMPORTANT NOTES

Proof of Degree: You must provide transcript or evaluation of your degree.

Foreign Degree Evaluation: If you obtained your undergraduate degree outside of the US, you MUST provide a Foreign Degree Evaluation from a USA recognized evaluation service agency that includes a course - by - course evaluation in order to be deemed eligible. Failure to provide evaluation will result in your application being disqualified.

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.

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

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.

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 , or call CSC at (833) 691 - 0404.

New Jersey Is An Equal Opportunity Employer