New Jersey Department of Environmental Protection
Notice of Vacancy - HOURLY - Repost

Title: Information Technology Specialist

Posting Number: WRM-2023-4H

Workweek: 25-35 hours per week

Salary: $20.00 an hour

Opening Date: 7/18/2023

Closing Date: 8/1/2023

Existing Vacancies: One (1)

Program/Location: Department of Environmental Protection
    Water Resource Management
    Water Monitoring, Standards & Pesticide Control
    Bureau of Marine Water Monitoring
    929 East Stoney Hill Road
    Leeds Point, NJ 08220

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: The Bureau of Marine Water Monitoring's (BMWM) is seeking a candidate who is willing to learn various IT technologies and apply those skills to assist staff in completing tasks. The position involves programming, databases, Geographical Information Systems (GIS), data analysis, and web related work. Experience in these areas is helpful, but not required. The most important qualification is the willingness to learn.

Candidate will be expected to:
(1) Interact with BMWM staff to assist with various IT related issues/requests;
(2) Work alongside the Bureau's IT lead(s);
(3) Complete assigned DEP supplied IT training;
(4) Assist staff in developing presentations, posters and reports; and
(5) Work in the field, as needed, to learn IT aspects of continuous monitoring equipment.

Preferred Skill Set: Programming: Experience in object-oriented programming languages such as Visual Basic for

Applications (VBA) and Python or functional programming languages such as R Scripting.

Database: Basic understanding of relational databases. Experience developing databases in Microsoft Access is a plus.

GIS: Familiarity with Geographical Information Systems (GIS), ArcGIS Pro preferred.

Education: Either completed or currently pursuing an IT Degree or IT centric certification.

Requirements

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

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.

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's 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.

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://nj.gov/military/veterans/services/civil-service/preference/

Note: All State employees who are vaccinated for COVID-19 are required to submit proof of vaccination. Instructions will be provided if a firm offer of employment results from this NOV.

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

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.