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State of New Jersey
DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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January 19, 2024
NOTICE OF JOB VACANCY
#24-037

This is a repost of vacancy announcement #23-693; previous applicants need not reapply.

Opportunities currently exist in the unclassified service with the Department of Law & Public Safety, Office of Public Integrity & Accountability, for applicants who meet the requirements specified below:

TITLE: Training Technician 2
SALARY: \$60,062.18 to \$85,033.04
LOCATION: [Office of Public Integrity & Accountability](#)
Police Training Commission
S. Stockton Street, Trenton, NJ
(*Limited statewide travel required for work responsibilities.*)

NUMBER OF POSITIONS AVAILABLE: Two (2)

DUTIES: Under the limited supervision of a Training Technician 3 or 4, or other supervisory official in a State department, institution, or agency outside of the Civil Service Commission, organizes and conducts the more complex agency specific training courses, classes, workshops, seminars and other learning opportunities both in-person and virtually for the purpose of improving individual and/or organizational performance, or in the Civil Service Commission as part of Center for Learning and Improving Performance (CLIP), organizes and conducts the more complex training courses, classes, workshops, seminars and other learning opportunities for the purpose of improving individual and/or organizational performance; assists in the planning, development, administration and implementation of a small segment of a department/agency employee training program; does other related duties as required.. Please see the Civil Service Commission (CSC) job specification for additional information: <https://info.csc.state.nj.us/jobspec/63563.htm>.

REQUIREMENTS

EDUCATION: Graduation from an accredited college or university with a Bachelor's Degree.

EXPERIENCE: Two (2) years of experience in work involved in planning and carrying out training programs of varied types, such as employee training, adult education, and/or group education; or two (2) years of teaching experience in elementary school through college which shall have included curriculum development and/or the organization of learning programs.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

NOTE: A Master's degree in Education or a related field may be substituted for one (1) year of experience.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey.

SAME APPLICANTS: If you are applying under the NJ CSC "SAME" program, your Schedule A or B letter must be submitted along with your resume and any other required supporting documents indicated on the announcement by the closing date indicated below. For more information on the SAME Program please email: SAME@csc.nj.gov, or call CSC at (609) 292-4144, option 3.

RESUME NOTE: Eligibility determinations will be based upon information presented in resume only. 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 disqualification.

All offers of employment are conditional subject to the applicant agreeing to and then passing a background check that may include fingerprinting.

HOW TO APPLY: If qualified, please send a cover letter indicating interest in job vacancy announcement #24-037 and a current resume to the Recruitment Coordinator via email at Jobs@njoag.gov on or before the closing date of **February 19, 2024**.

The "New Jersey First Act," N.J.S.A. 52:14-7 (L. 2011, Chapter 70), requires new public employees to reside in the State of New Jersey within one (1) year of employment. The Department of Law and Public Safety is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply.

