



New Jersey Office of Information Technology

NOTICE OF JOB VACANCY

ISSUE DATE: January 15, 2025

CLOSING DATE: January 30, 2025

POSTING OPEN TO: () OIT EMPLOYEES IN UNIT SCOPE(S):
 () STATEWIDE (STATE EMPLOYEES ONLY):
 (X) GENERAL PUBLIC

TITLE: Assistant Division Director

POSTING # 2025-001

TITLE CODE: 61048

NUMBER OF POSITIONS: 1

SALARY RANGE: &98 – Commensurate with Experience

LOCATION: NJ Office of Information Technology
 Network Operations
 300 Riverview Plaza
 Trenton, NJ 08625

HOURS OF WORK: 8:00 a.m. – 4:00 p.m.

If you previously applied to posting #2024-134, there is no need to apply to this posting.

The Office of Information Technology (OIT) currently offers a hybrid work schedule, and this position may qualify for up to 2 days of remote work outside of OIT buildings. This program does not supersede the "New Jersey First Act", which requires newly hired OIT employees to establish, and then maintain, principal residence in the State of New Jersey.

DESCRIPTION OF THE SPECIFIC POSITION: Lead a team of engineers responsible for the design, deployment, optimization and maintenance of multiple data centers for the State of New Jersey Executive Branch. We are seeking a highly skilled and experienced candidate to lead our network engineering team as well as provide leadership for support and problem resolution. In addition, this position will be responsible for the oversight and planning for system changes. This position will be pivotal in shaping our network architecture, implementation of new cost-effective solutions, and ensuring the reliability and performance of our critical infrastructure. This position will be responsible for Network Automation, Software Defined Networking as well as cloud networking. The ideal candidate will have extensive experience with various network infrastructure manufacturers' devices and protocols as well as the interoperability of them. Lastly, the candidate must be able to work in a dynamic team environment across various technical groups. Off-hour support may be required.

DEFINITION: Under direction of a Division Director or Deputy Director, or other higher level administrative official, directs the staff and activities of an operational unit responsible for providing general administrative and varied social services to a specific client population; does other related duties as required.

REQUIREMENTS:

EDUCATION: Graduation from an accredited college or university with a bachelor's degree.

EXPERIENCE: Six (6) years of experience in a large and complex network administration, three (3) years of which shall have involved project management/oversight responsibilities in the fields of internetworking architecture, wide area network, data center, and backbone engineering and responsibility for budget/fiscal affairs.

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.

FOR NON-U.S. CITIZENS AND/OR FOREIGN DEGREES

AUTHORIZATION TO WORK: U.S. Citizenship is not required. Selected candidate must be authorized to work in the U.S. according to Department of Homeland Security, U.S. Citizenship and Immigration Services regulations. NJOIT does not provide sponsorship or accept student OPT/CPT programs, F1 or H1B work authorization visas.

Note on Degree Information: You must provide a transcript(s) or evaluation of your degree(s). Foreign degrees must be evaluated by a recognized evaluation service and include your course - by - course evaluation. Candidates will NOT be considered for the position if they fail to provide all requested documents upon initial submittal or fail to follow instructions when submitting electronically.

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

RESIDENCY REQUIREMENTS: In accordance with the New Jersey First Act, [N.J.S.A. 52:14-7 \(L. 2011, Chapter 70\)](#), effective September 1, 2011 all employees must reside in the State of New Jersey unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

OPEN TO THE FOLLOWING: Applicants must meet the job specification on file at the Civil Service Commission. To view the Civil Service Commission's Job Specification, please visit: <https://info.csc.state.nj.us/TitleList/StateList.aspx>

As a condition of employment with NJOIT, a background inquiry will be conducted.


Please visit the following URL for the NJ Application for Employment: <https://nj.gov/it/docs/eo/DPF-663.pdf>

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 visit their Website at: <https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov, or (609) 292-4144, option 3.

Electronic Filing Applicants are encouraged to file electronically. Forward **your resume, cover letter, unofficial transcript OR foreign degree evaluation, completed NJ Application for Employment and three professional references** to recruiter4@tech.nj.gov
Include the posting number in the subject line.

Alternate Filing: If unable to file electronically, applicants may forward **your resume, cover letter unofficial transcript OR foreign degree evaluation, completed NJ Application for Employment and three professional references (including posting #2025-001)** to:

Heather Pursell, Manager, Human Resources
Office of Information Technology
300 Riverview Plaza, 4th Floor
P.O. Box 212
Trenton, New Jersey 08625-0212

Authorized by: 

Lisa Blauer, Chief of Staff