



NEW JERSEY DEPARTMENT OF CHILDREN AND FAMILIES

Philip Murphy
Governor

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Lt. Governor

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Commissioner

JOB VACANCY POSTING

POSTING #: 033-25 **ISSUE DATE:** January 13, 2025

TITLE: **GOVERNMENT REPRESENTATIVE 2 (UNCLASSIFIED)** **CLOSING DATE:** January 27, 2025

LOCATION: Department of Children and Families (DCF)
Office of Information Technology
50 East State Street
Trenton, NJ 08625

POSITIONS: 1 **SALARY:** Commensurate with education and experience.

DISTRIBUTION: STATE-WIDE

SCOPE OF ELIGIBILITY: Opportunities subject to current promotional and hiring restrictions.

SPECIAL NOTE: This position may be eligible to work remotely for up to two days in a calendar week.

DEFINITION: The Office of Information Technology is seeking a talented individual to join the team.

Responsibilities:

- Oversees and monitors the implementation of projects for a major application (CYBER)
- Is a core team member of the project review team providing technical support
- Participates as an active voting member of the Application Governance Committee
- Evaluates the overall IT operation of a vendor (and subcontractors) and provides technical insight and support
- Provides technical information to management and staff as it relates to the application (CYBER)
- Participates in collaboration meetings with our system partners/providers
- Participates in Joint Application Design (JAD) sessions as it relates to system and software development requirements for new projects/changes requests.
- Confirms the estimated level of effort provided by the vendor for a project or change request

REQUIREMENTS

EDUCATION: Graduation from an accredited college with a Bachelor's degree related to the field of Information Technology.

EXPERIENCE: Five (5) years of programming, systems analysis, or computer analysis experience. Successful candidates will possess the following qualifications:

- Knowledge of HTML5 computer language
- Experience in change control, change management, testing for a major software application
- Experience with working with multiple vendors

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated above 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 an Information Technology field may be substituted for one (1) year of experience.

RESUME NOTE: Eligibility determinations will be based upon information presented on the resume only. Applicants who possess a degree from a college or university outside the United States must provide an evaluation of one's transcripts from a recognized evaluation service at the time of submission by the above closing date. Failure to do so may result in your ineligibility.

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.

PUBLIC SERVICE LOAN FORGIVENESS: As a prospective employee of the State of New Jersey, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education's website at StudentAid.gov/PSLF.

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: CSC-SAME@csc.nj.gov, or call CSC at (609) 292-4144, option 3.

IMPORTANT NOTICE

RESIDENCY - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

Electronic Filing:

Forward a cover letter and resume as a **single PDF document**, saving the file by your **Last Name, First Name** to:

[**Job.Posting@dcf.nj.gov**](mailto:Job.Posting@dcf.nj.gov)

Include the **Job Posting #** in the subject line of your email.

The Department of Children and Families is an Equal Employment Opportunity Employer and is committed to fostering a respectful and inclusive work environment which reflects the diversity of the state we serve.