



# New Jersey Department of Military and Veterans Affairs

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## VACANCY ANNOUNCEMENT

**Posting #:**10-24

**Posting Period:** From 1/26/2024 to open until filled.

**Title:** Repairer

**Salary:** \$37,957.63 to \$52,969.36

**Number of Vacancies:** 1

**Workweek:** 40

**Work Location:** – 901 Willow Grove St.,  
Hackettstown, New Jersey 07840

**Program:** Construction Facilities Management Office

**Scope of Eligibility:** Applications will be accepted from all New Jersey Department of Military and Veterans Affairs employees and outside applicants who meet the requirements listed below. Selection will be made from among the best qualified.

**Job Description:** Under direction of a Foreman, M/W or other supervisor in a State Department, institution, or agency, assists the craftsmen and/or independently performs basic maintenance, construction, repair, or mechanical adjustment work involved in varied types of buildings, building facilities and/or building utilities, and highway and bridge construction; does other related duties as required.

### Civil Service Commission Requirements

**Experience:** One (1) year of experience in work involving the inspection, repair, and general maintenance of household, office, and other equipment, fixtures, fittings, appliances, machinery, furnishings, and buildings.

**License:** Appointee will be required to possess a driver's license valid in the State of New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

CDL

Appointees may be required to possess a valid Commercial Driver's License (CDL) and applicable endorsements for the class and type of vehicles being operated.

**Residency:** Pursuant to the "New Jersey First Act" N.J.S.A. 52:14-7 (L. 2011, Chapter 70), newly hired public employees are required to reside in the State of New Jersey, unless exempted under the law. If you do not reside in New Jersey, you have one (1) year after you begin employment to relocate your residence to New Jersey.

**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 citizenships to the United States.

**Veterans' 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>.

**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](mailto:SAME@csc.nj.gov) , or call CSC at (833) 691-0404.

### HOW TO APPLY:

SUBMIT APPLICATION FOR EMPLOYMENT, COVER LETTER, RESUME, AND E-MAIL ADDRESS BY 4:00PM ON THE CLOSING DATE TO:

Mail: ATTN: HRD-PMRS, PO Box 340, Trenton, NJ 08625-0340

E-Mail: [CareersCentral@dmava.nj.gov](mailto:CareersCentral@dmava.nj.gov)

Fax Number: (609)530-7192

Forms may be obtained from our web site at: <https://www.nj.gov/military/personnel/forms/employment-application.pdf>, the Human Resources Division, or call (609) 530-6723.

**New Jersey Department of Military and Veterans Affairs 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.**