



NEW JERSEY DEPARTMENT OF AGRICULTURE  
 200 RIVERVIEW PLAZA  
 P.O. BOX 330  
 TRENTON, NJ 08625-0862



**NOTICE OF JOB VACANCY**

<b>TITLE:</b> Assistant Division Director (Animal Health Laboratory Services)	<b>ANNOUNCEMENT #:</b> 74-24	<b>ISSUE DATE:</b> 11/26/2024 <b>CLOSING DATE:</b> 12/29/2024
<b>SALARY RANGE:</b> Commensurate with qualifications and experience		<input type="checkbox"/> DEPARTMENT WIDE <input type="checkbox"/> STATEWIDE <input checked="" type="checkbox"/> GENERAL PUBLIC
<b>BENEFITS:</b> The State of NJ offers generous medical, dental, leave, and other benefits. NJ was recently named the 2nd best state to live in by Wallet Hub.		
<b>LOCATION:</b> Division of Animal Health, Ewing, NJ		

**JOB DESCRIPTION**

Under the general supervision of the Director, Division of Animal Health/State Veterinarian, in the Department of Agriculture, plans, organizes, and directs administrative and scientific activities and professionals/staff of laboratory programs within the NJ Animal Health Diagnostic Laboratory which include clinical bacteriology/food microbiology, molecular diagnostic services, pathology (anatomic/clinical), serology/virology, and specimen processing/management; ensures highest customer satisfaction; directs laboratory's quality management system; obtains and maintains ISO 17025 or equivalent accreditation; functions as lab section head as needed and participates in laboratory testing; directs research for publication and/or use as laboratory protocol; performs outreach activities to market laboratory services; collaborates with academic and federal partners; does other related duties as required.

**REQUIREMENTS**

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

**NOTE:** Preference will be given to applicants who hold a PhD in Biomedical Sciences such as clinical microbiology, clinical virology, epidemiology, pathology, and/or Doctor of Veterinarian Medicine (DVM) and have experience in overseeing laboratory services.

**FOREIGN DEGREES:** Degrees and transcripts issued by a college or university outside of the United States must be evaluated by a reputable evaluation service at your expense. The evaluation must be included with your submission. Failure to submit the required evaluation may result in an ineligibility determination.

**EXPERIENCE:** Six (6) years of experience in a public or private organization involved in programs providing either social/community, medical/health, rehabilitation/education, or vocational/occupational services to a specific client population (mentally/physically handicapped, developmentally disabled, juvenile offenders, socially/economically disadvantaged).

OR

Six (6) years of experience as an administrator involving planning, budgets and administration of programs in a large public or private agency, three (3) years of which shall have been in a supervisory capacity.

**LICENSE:** The appointee 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.

**NOTE:** The Appointing Authority is responsible for certification and license verification.

**IMPORTANT NOTICE**

Effective September 1, 2011, 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 an exemption is obtained. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

**ELECTRONIC FILING INSTRUCTIONS**

Interested applicants must email a cover letter, including the announcement number, resume, and transcripts by the closing date of this Notice of Job Vacancy to [njdajobs@ag.nj.gov](mailto:njdajobs@ag.nj.gov).

If you would like to know more about this exciting opportunity, please contact Dr. Amar Patil at [amar.patil@ag.nj.gov](mailto:amar.patil@ag.nj.gov).

**SAME PROGRAM INFORMATION**

**SAME APPLICANTS:** If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted to [njdajobs@ag.nj.gov](mailto:njdajobs@ag.nj.gov) along with your resume, cover letter, announcement number, and transcript (if position has a degree requirement) 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](mailto:CSC-SAME@csc.nj.gov), or call CSC at (609) 292-4144, option 3.