



NEW JERSEY DEPARTMENT OF HEALTH NOTICE OF VACANCY

State of New Jersey

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Chief Executive Officer Care Facility [Unclassified]			Salary TBD
Posting Number 811-23	Position Number 052920	Number of Positions 1	Posting Period * From: 11/20/2023 To: 12/7/2023
Location: Greystone Park Psychiatric Hospital 59 Koch Avenue Morris Plains, NJ 07950			Scope of Eligibility/Open to: Applicants who Meet the Requirements
GENERAL DESCRIPTION			
<p>Under direction of a Director or other official in a state department, is responsible for the executive management of staff, treatment programs, and administrative operations of a care facility; does other related duties as required.</p> <p>NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.</p>			
REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)			
<p>EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.</p> <p>EXPERIENCE: Five (5) years of administrative experience in the management of a care facility for the aged, mentally ill, developmentally disabled, and/or troubled adolescent children, three (3) years of which shall have included direct supervision of a major hospital, institution, or adolescent care unit or program.</p> <p>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.</p> <p>NOTE: A Master's degree in Public Administration, Hospital Administration, Social Work, Psychology, Nursing, or other related field may be substituted for one (1) year of required administrative experience.</p> <p>SPECIAL NOTE: If appointed to a position located in a Department of Military and Veterans' Affairs facility, appointees must possess a valid Nursing Home Administrator License issued by the State of New Jersey.</p>			
IMPORTANT FILING INSTRUCTIONS			
<p>If interested in this position, you can reply in one of two ways:</p> <ul style="list-style-type: none">• Forward the required documents electronically to: PST.GPH@doh.nj.gov• Mail the required documents to: Melissa Ballard, Manager 2, Human Resources Greystone Park Psychiatric Hospital <p>Required documents:</p> <ul style="list-style-type: none">• cover letter• resume• completed application, found at: http://www.nj.gov/health/forms/dpf-663.pdf			



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Reference Posting #811-23
New Jersey Department of Health
59 Koch Avenue
Morris Plains, NJ 07950-4400

** Responses received after the closing date MAY
be considered if the position is not filled.*



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IMPORTANT NOTES

**State as a Model Employer
of People with Disabilities
(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 call CSC at (833) 691-0404.

PHEL Candidates:

If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.

Direct Client Care:

If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.

**New Jersey
First Act:**

In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", 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.

Resume Note:

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 your ineligibility.

Authorization to Work:

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. The State of New Jersey does **not** provide sponsorships for citizenships to the United States.

Note: Newly hired employees must agree to a thorough background check that will include fingerprinting.

The New Jersey Department of Health is an Equal Opportunity Employer.