



**NEW JERSEY DEPARTMENT OF TRANSPORTATION
Statewide Job Vacancy**

POSTING #: 24-00142

TITLE: Senior Executive Service (Director)

ISSUE DATE: 4/26/2024

TITLE CODE: 90752

CLOSING DATE: 5/17/2024

DIVISION: Capital Program Management

LOCATION: Ewing

UNIT SCOPE: T505

UNIT: Capital Program Support, Director

RANGE: M 98

SALARY: Commensurate with Education & Experience

POSITION: One (1)

WORK WEEK: NL - 35 Hours

DESCRIPTION:

Unit Description:

The Division of Capital Program Support plans, organizes, oversees, and implements the various work programs in the Landscape Architecture & Environmental Solutions, Design Standards and Utility Management Offices within Capital Program Management.

Position Description:

The Director of Capital Program Support reports directly to the Assistant Commissioner in the section of Capital Program Management within the Department of Transportation. This position will manage 130+ employees to fulfill the Division's mission. The Director will be responsible for overseeing that the department is following State and Federal environmental regulations for all the Capital Program Management construction projects and compliance with all commitments resulting from regulatory agency requirements for the Office of Landscape Architecture and Environmental Solutions. The Director's position also has responsibility for ensuring that the unit of Design Standards maintains its efforts in striving for improvements in quality, cost value, and deliverability of transportation projects as well as updating design standards and documents, and the performance of value analysis and project reviews. In addition, this position will also manage the coordination of department activities related to public utility owners and the effective and cost - efficient process to safely accommodate utility facilities within the States right of way for the motoring public and the residents of New Jersey along with leading the FHWA (Federal Highway Association) "Buy America" Association.

REQUIRMENTS:

EDUCATION:

A Bachelor's degree from an accredited college or university is expected. An advanced degree in management, administration, or other areas related to the particular position would be helpful.

Five (5) years of supervisory/managerial experience and a variety of management experiences and organizational responsibilities would be helpful.

Successful completion of the Certified Public Managers (CPM) Program will be a factor in selection. Participating in any portion of the CPM program or related programs would be helpful.

Evidence of major professional accomplishments is required, as is demonstrated ability in communication and leadership skills.

Demonstrated managerial skills, including such factors as inter - personal skills, decision - making, problem analysis and creative thinking, administrative judgment, delegation, managerial, or financial control, interdepartmental cooperation/liaison, development of subordinates and organizational awareness are required.

EXPERIENCE:

Ten (10) years of professional experience in the delivery of multi - disciplined transportation infrastructure, requiring a clear understanding of the relationship and interdependencies of the various components. The indicated experience must demonstrate understanding of the Capital Project Delivery process as well as Human Resource Management. Three (3) years of the required experience shall have been in a managerial capacity with the demonstration of strong communication, analytical and program management skills.

OPEN TO THE FOLLOWING:

Candidates must meet all requirements above to be eligible for appointment.

Residency: All persons newly hired on or after September 1, 2011 have one year from the date of employment to establish, and then maintain principle residence in the State of New Jersey subject to the provisions of N.J.S.A. (L.2011, Chapter 70), also known as the "New Jersey First Act."

INTERVIEWS WILL BE GRANTED ON THE BASIS OF THE RESUME.

Please Submit the following documents (indicating the Posting number):

Resume, Letter of Interest

Forward Responses To:
CPM, Personnel Coordinator
Department of Transportation
1035 Parkway Ave. E&O Bldg 2nd Floor
Trenton, NJ 08625
DOT-CPM.Personnel@dot.nj.gov

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IS AN EQUAL OPPORTUNITY EMPLOYER**