



New Jersey Board of Public Utilities
NJ Board of Public Utilities
44 South Clinton Avenue
P.O. BOX 350
Trenton, NJ 08625



Notice of Job Vacancy

****This is an in person position****

JOB POSTING #: 39-2021

DATE OF POSTING: November 24, 2021

DATE OF CLOSING: December 15, 2021

TITLE: Senior Planner, Emergency Management (Utility Response)

SALARY: \$58,354.29 – \$82,690.29

EXISTING VACANCIES: One (1)

WORKWEEK: NE (35 Hours)

DIVISION/LOCATION: Board of Public Utilities
Division of Reliability & Security

GENERAL DESCRIPTION: Under direction of the Division of Reliability & Security, Bureau of Emergency Management or other supervisory official, performs technical planning related to emergency management in accordance with guidelines set forth by the state and federal government; assists in professional, administrative and analytical work to promote the planning, operation, implementation, monitoring and evaluation of lifeline sector utilities; does related work as required.

Work Responsibilities:

- Responds to actual energy emergency situations as required and staffs the State Emergency Operations Center.
- Coordinates the activities of the utilities sector and utility representatives assigned to the State EOC during emergency activations.
- Collect and review regulated utility Emergency Response Plans.
- Oversee the Board of Public Utilities Internal Emergency Management Program.
- Collaborates with various BPU Divisions to ensure maintenance of the Board of Public Utilities Continuity of Operations Plan.

- Provides timely updates to NJBPU leadership during emergencies regarding Utility Emergency Response.
- Responsible for evaluation of regulated utility storm/disaster response performance, mitigation efforts and production of major event reports following storms/disasters.
- Conducts field inspections and represents the Division at meetings, conferences, and workgroups.
- Interprets federal and state emergency planning legislation.
- Investigates potential violations of law, non-compliances with statutes, administrative codes and orders.
- May be required to work non-routine work hours.

REQUIREMENTS: Graduation from an accredited college or university with a Bachelor's degree.

EXPERIENCE: Two (2) years of experience in planning at the municipal, regional, state, or federal level, one (1) year of which shall have been in the area of emergency/disaster planning.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year for year basis with (30) semester hour credits being equal to one (1) year of experience.

OPEN TO THE FOLLOWING: Open to State employees who are serving in a permanent capacity for an aggregate of at least one (1) year in any competitive title, preceding the posting date and must meet the requirements and experience stated above.

HOW TO APPLY: Interested applicants should submit a letter of interest, resume, and Personal Relationships Disclosure Form ([Click Here](#)). Please make sure to include the posting number in the subject line via email. All documents must be submitted by the closing date shown above to the following:

**NJ Board of Public Utilities
Office of Human Resources
P.O. BOX 350
Trenton, NJ 08625
humanresources@bpu.nj.gov**

Visit us at <https://nj.gov/bpu/>

The New Jersey Board of Public Utilities is an Equal Opportunity Employer.