



## State of New Jersey

DEPARTMENT OF BANKING AND INSURANCE  
OFFICE OF HUMAN RESOURCES

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Assistant Commissioner

### NOTICE OF VACANCY STATE-WIDE

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<b>POSTING NO.</b>	BIA-2020-065	<b>POSTING DATE:</b>	October 2, 2020
<b>TITLE:</b>	Senior Technician, Management Information Systems	<b>CLOSING DATE:</b>	November 2, 2020
<b>DIVISION:</b>	Administration		
<b>UNIT:</b>	Information Management Systems	<b>RANGE:</b>	P18
<b>LOCATION:</b>	Trenton, NJ	<b>SALARY:</b>	\$47,810.88- \$67,426.47
<b>OPEN TO:</b>	Current state employees with permanent status in the competitive division who meet the open competitive requirements, subject to current promotional and hiring restrictions.		

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#### DEFINITION

Under direction of a supervisory official in a state or local department, institution, or agency, assists in the planning, development, and implementation of information systems; reviews related programs and systems; acts as liaison with internal components utilizing the systems, and/or with other government jurisdictions; or in a client/server environment, provides hardware/software support to end users; installs hardware and software on servers or workstations; does other related work.

#### REQUIREMENTS

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

**EXPERIENCE:** One (1) year of experience utilizing or implementing electronic information systems, analyzing information systems and/or developing procedures for the use of information systems, or providing user support and solving user problems in a helpdesk or related environment.

**NOTE:** A Bachelor's degree or a Master's degree in a computer-related area may be substituted for the experience as indicated above.

**NOTE:** Applicants who do not meet the above education requirement may substitute additional experience as indicated on a year-for-year basis with thirty (30) semester hour credit being equal to one (1) year of experience.

**NOTE:** Twenty-four (24) semester hours credits in data processing from an accredited college or university may be substituted for up to two (2) years of the education.

**LICENSE:** Appointees 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.

**RESIDENCY REQUIREMENTS:** In accordance with the New Jersey First Act, [N.J.S.A. 52:14-7 \(L. 2011, Chapter 70\)](#), effective September 1, 2011, newly hired State government employees must reside in the State of New Jersey, unless exempted under the law. If you do not reside in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey. Employees who fail to meet the residency requirements are subject to removal from employment.

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Interested applicants should submit a **letter of interest and resume**. All documents should be submitted in PDF format by **November 2, 2020** to: [human.resources@dobi.nj.gov](mailto:human.resources@dobi.nj.gov). Please include Posting No. BIA-2020-065 in the subject line of your email.

**NOTE:** Foreign transcripts must be evaluated by a recognized evaluation service at your expense. Submit a copy of the evaluation with each application that requires a college degree or credits. For additional information, please refer to the Civil Service Commission website at: <http://www.state.nj.us/csc/seekers/about/steps/step2.html>.