



State of New Jersey

Department of Human Services

Philip Murphy
Governor
Sheila Y. Oliver
Lt. Governor
Carole Johnson
Commissioner

The New Jersey Department of Human Services invites you to apply for the following position:

JOB POSTING NUMBER	71-19	ISSUE DATE	3/14/2019	CLOSING DATE	3/28/2019
TITLE	Government Representative 1 (Unclassified)	RANGE	X98		
LOCATION	Division of the Deaf and Hard of Hearing 11A Quakerbridge Plaza Hamilton, NJ	SALARY	Commensurate with education and experience.		
		OPEN TO	Public		
DEFINITION	The selected candidate will act as a confidential aide to the Division Director and will be responsible for attending meetings/events with the Director. They will be responsible for maintaining public relations with interpreter organizations and agencies, deaf, deaf-blind, hard of hearing and late-deafened organizations, professional associations, as well as local, county and state government agencies; perform various related duties and administrative projects as requested by the director.				
REQUIREMENTS					
EDUCATION	Graduation from an accredited college or university with a Bachelor's degree is preferred, but not required.				
EXPERIENCE	A minimum of four (4) years of experience working with the deaf, deaf-blind, hard of hearing and late-deafened community.				
NOTE	<p>If you previously applied for Job Posting #60-19, you do <u>not</u> need to apply for this posting. Your resume remains under consideration.</p> <p>➤ Fluency in American Sign Language is preferred and Registry of Interpreter for the Deaf certification is a plus.</p>				
NOTE FOR FOREIGN DEGREES	Degrees and/or 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.				
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.				
IMPORTANT NOTICE					
RESIDENCY	Effective 9/1/11, 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 he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.				
NOTE	Applicable special re-employment list established as a result of a layoff will be used before any promotions are made.				
DRUG SCREENING	If you are a candidate for a position that involves direct client care in one of the Department of Human Services' hospitals or developmental centers, you may be subject to pre and/or post-employment drug testing/ screening. The cost of any pre-employment testing will be at your 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. You will be advised if the position for which you're being considered requires drug testing and how to proceed with the testing.				
FILING INSTRUCTIONS					
Forward a cover letter and resume electronically to: DHSResumes@dhs.state.nj.us					
You must include the Job Posting # in the subject line of your email.					

New Jersey Department of Human Services is an Equal Opportunity Employer