



**JOB OPPORTUNITY  
DEPARTMENT OF CORRECTIONS  
WHITTLESEY ROAD  
P.O. BOX 863  
TRENTON, NJ 08625**



**THIS POSTING IS ONLY OPEN TO THE FOLLOWING:**

- Current Department of Corrections employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions
- State employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions
- Interested individuals who meet the stated requirements

**Issue Date:** May 3, 2024

**Posting No.:** 185-24

**TITLE:** Crew Supervisor, Building Maintenance Programs

**SALARY:** \$54,906.96 - \$77,527.65

**LOCATION:** Adult Diagnostic and Treatment Center, Maintenance Unit – Avenel, NJ

**JOB DESCRIPTION:** Under direction of a Business Manager, an Operating Engineer or other supervisory official in a state department, institution or agency, has charge of building maintenance programs and activities, including painting, masonry, carpentry, plumbing, plastering, steam fitting and in some instances, building construction, grounds keeping and automotive maintenance work. Supervises staff and work activities. Prepares and signs official performance evaluations for subordinate staff; does related work as required.

**REQUIREMENTS**

**EXPERIENCE:** Three (3) years of experience in work involving the inspection, repair and maintenance of household, office and buildings, including their equipment, appliances, machinery and furnishings.

**PLEASE INCLUDE RESUME IN YOUR RESPONSE. POSTING TITLE AND NUMBER MUST BE INCLUDED IN THE SUBJECT LINE OF YOUR E-MAIL. ALL ATTACHMENTS MUST BE SENT IN PDF OR WORD FORMAT ONLY. ADDITIONALLY, YOU MUST PROVIDE YOUR E-MAIL ADDRESS. TO BE CONSIDERED, RESPONSES MUST BE POSTMARKED NO LATER THAN MAY 17, 2024.**

Forward Response To:

Region 2, Office of Human Resources  
East Jersey State Prison  
Lock Bag "R"  
Rahway, NJ 07065

**Emailed resumes are to be sent only to:**

**DOC\_OHR-Region2@doc.nj.gov**