



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



**\*AMENDED\***

**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, as a promotional or lateral opportunity, subject to current promotional and hiring restrictions
- Employees who are permanent in a competitive title, or a Civil Service Commission-approved non-competitive title, as a promotional or lateral opportunity, subject to current promotional and hiring restrictions
- Interested individuals who meet the stated requirements

**Issue Date:** June 6, 2016

**Posting No.:** 164-16

**TITLE:** Institutional Trade Instructor 2, Metal **SALARY:** \$46,588.85 - \$65,780.63

**LOCATION:** Bayside State Prison, DEPTCOR – Tag Shop – Leesburg, NJ

**JOB DESCRIPTION:** Under supervision of a supervisory official in the Department of Corrections, trains, coordinates, plans, and oversees inmates in the assigned work activities in areas related to industrial work in metal or other high production press room operations like Sheet Metal, Metal Shelving and other similar metal products, etc.; as required assigns tasks to subordinates and takes lead in planning and implementation of the program; does other related work as required.

**REQUIREMENTS**

**EXPERIENCE:** Three (3) years of experience as an instructor in industrial work in metal or other high production press room operations, including but not limited to Sheet Metal Aluminum products, Metal Shelving, Metal Products, Metal product Fabrication, and/or Sheet Metal **-OR-** Three (3) years of journey level experience in metal or other high production press room operations including but not limited to Sheet Metal Aluminum products, Metal Shelving, Metal Products, Metal Product Fabrication, and/or Sheet Metal in a commercial setting.

**NOTE:** A license or a certificate of journeyman or equivalent status from a trade union or similar association in a field (those identified above) may be substituted for one (1) year of general or journey level experience.

**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 essential duties of the position.

**NOTE:** Residents of Maurice River Township, Cumberland and Cape May Counties and Salem County will receive preference in hiring.

**PLEASE INCLUDE RESUME, POSTING TITLE AND NUMBER, AND COPY OF TRANSCRIPTS IF APPLICABLE (UNOFFICIAL COPIES ARE ACCEPTABLE) IN YOUR RESPONSE. ADDITIONALLY, YOU MUST PROVIDE YOUR E-MAIL ADDRESS. TO BE CONSIDERED, RESPONSES MUST BE POSTMARKED NO LATER THAN June 20, 2016**

Forward Response To: William Saraceni, Manager, Human Resources  
Regional Personnel Services, Region 3  
Southern State Correctional Facility  
4295 Route 47  
Delmont, NJ 08314

**Emailed resumes are to be sent only to:** [William.Saraceni@doc.nj.gov](mailto:William.Saraceni@doc.nj.gov)