



New Jersey Office of Information Technology

## NOTICE OF JOB VACANCY

ISSUE DATE: January 22, 2021

CLOSING DATE: February 6, 2021

POSTING OPEN TO:    ( ) OIT EMPLOYEES IN UNIT SCOPE(S)  
                          (X) STATEWIDE (STATE EMPLOYEES ONLY): \*\*See Below  
                          ( ) GENERAL PUBLIC

TITLE: Network Administrator 2, OIT

POSTING # 2021-010

TITLE CODE: 10136C

NUMBER OF POSITIONS: 1

SALARY RANGE: P30 \$82,527.28 – \$117,772.00

LOCATION: NJ Office of Information Technology  
          Information Security Directorate  
          Infrastructure Security Unit  
          300 Riverview Plaza  
          Trenton, NJ 08625

HOURS OF WORK: 8:00 am - 5:00 pm

***If you previously applied to posting #2020-037 or 2020-049, there is no need to apply to this posting.***

**\*\*PLEASE NOTE: Open to New Jersey State employees with permanent status in a competitive title who meet the requirements listed below as a promotional/lateral opportunity, subject to current promotional/hiring restrictions.**

**SPECIFIC TO THE POSITION:** Perform all technical tasks required to develop, implement and maintain remote network services for statewide agency users and external business partners of the State of New Jersey (SONJ). (EXTRANETS). Researches, plans and assists with installs of equipment and software for network remote access capabilities and SONJ external business partner connections. Troubleshoots problems related to usage, hardware and software issues with statewide remote access and SONJ external business partner connections. Keeps abreast of rapidly changing technologies in these arenas. Documents the remote access and external business partner connections. Provides technical expertise, support and training to staff, remote access clients and, when necessary, external business partners. Participates in and provides technical expertise to statewide committees tasked with developing secure avenues of remote and external business partners access to sensitive information.

**DESCRIPTION OF THE POSITION:** Under general supervision, performs professional work, which includes development, implementation, and maintenance of multinetwork, multiuser Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN); maintains and/or supervises maintenance of centralized, decentralized, and remote network services; maintains and/or directs maintenance of network security and data integrity; provides and/or directs consultations and recommendations to infrastructure managers as required to troubleshoot and resolve network problems, monitor overall performance, and conduct upgrades as required; takes the lead in planning upgrades, capacity, and communications requirements; may be assigned to the administration of Storage Area Networks (SANs); does other related duties.

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree which must include a minimum of eighteen (18) semester hour credits in Mathematics and/or Computer science.

**NOTE:** Applicants who do not possess the Bachelor's degree but possess the 18 semester hour credits may substitute additional experience as indicated below on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

**NOTE:** Evidence of formal training in Computer Science/Information Technology received at an accredited institution may be submitted with your application for evaluation for possible credit. These training courses will be examined to see how they compare, both in hours/content, to college courses to which they equate, sixteen (16) training hours being equal to one (1) college credit. In house training courses will not be accepted as meeting this criteria; thus, they will not be evaluated.

**EXPERIENCE:** Four (4) years of experience in the development, implementation, and maintenance of multinetwork, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), Storage Area Networks (SAN), and/or Wide Area Networks (WAN) environments.

**LICENSE:** Appointees will be required to possess a driver's license valid in New Jersey only if operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

**FOR NON-U.S. CITIZENS AND/OR FOREIGN DEGREES**

**AUTHORIZATION TO WORK:** U.S. Citizenship is not required. Selected candidate must be authorized to work in the U.S. according to Department of Homeland Security, U.S. Citizenship and Immigration Services regulations.

**Note on Degree Information:** You must provide a transcript(s) or evaluation of your degree(s). Foreign degrees must be evaluated by a recognized evaluation service and include your course-by-course evaluation. Candidates will NOT be considered for the position if they fail to provide all requested documents upon initial submittal or fail to follow instructions when submitting electronically.

**Current State employees:** Any appointments made that involve movement may result in a forfeiture of rights to any promotional lists in their former unit.

**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 all employees must reside in the State of New Jersey unless exempted under the law. If you do not live 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 or obtain an exemption will be removed from employment.

**OPEN TO THE FOLLOWING:** Applicants must meet the job specification on file at the Civil Service Commission. To view the Civil Service Commission's Job Specification, please visit: <https://info.csc.state.nj.us/TitleList/StateList.aspx>

Please visit the following URL for the NJ Application for Employment: [https://nj.gov/it/docs/eo/DPF-633\\_5-29-20.pdf](https://nj.gov/it/docs/eo/DPF-633_5-29-20.pdf)

**As a condition of employment with NJOIT, a background inquiry may be conducted.**

<p><b>Electronic Filing</b> Applicants are encouraged to file electronically. Forward <b>your resume, letter of interest, and three professional references</b> to <a href="mailto:recruiter4@tech.nj.gov">recruiter4@tech.nj.gov</a> <b>Include the posting number in the subject line.</b></p>	<p><b>Alternate Filing:</b> If unable to file electronically, applicants may forward <b>your resume, letter of interest and three professional references</b> (including posting #2021-010) to:</p> <p>Heather Pursell, Manager, Human Resources Office of Information Technology 300 Riverview Plaza, 4<sup>th</sup> Floor P.O. Box 212 Trenton, New Jersey 08625-0212</p>
--	---



Authorized by: \_\_\_\_\_  
Lisa Blauer, Chief of Staff