njoit
New Jersey Office of Information Technology

NOTICE OF JOB VACANCY

ISSUE DATE: May 4, 2021   **CLOSING DATE: May 18, 2021**

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

TITLE: Project Manager Data Processing   **POSTING # 2021-048**

TITLE CODE: 53023   **NUMBER OF POSITIONS: 1**

SALARY RANGE: S30 $82,527.28 - $117,772.00   **HOURS OF WORK: 8:00 a.m. – 4:00 p.m.**

LOCATION: NJ Office of Information Technology
                    Application Development – eCATS Unit
                    300 Riverview Plaza
                    Trenton, NJ 08625

****PLEASE NOTE: Open to New Jersey State employees who meet the requirements listed below and are permanent in a competitive title with underlying state service as a promotional/lateral opportunity; subject to current promotional/hiring restrictions.**

SPECIFIC TO THE POSITION: A working knowledge of CA Service Desk/ServiceNow. General knowledge of JAVA and the TomEE server environment.   The candidate should be able to juggle multiple priorities, be able to effectively document and communicate project status with multiple levels of business staff; this includes constraints as well as progress or lack of progress. Understand the clients' needs; manage assigned projects; plan, manage, and control the multiple, and at times competing, priorities, work requests, and client expectations placed on the team. Coordinate the migration of non-eCATS agencies into eCATS when needed. Work with Civil Service and the eCATS agencies to implement changes requested by Civil Service. Procure and manage consultants needed to assist with development. Ensure that all issues get resolved in a timely manner. Ensure that all OIT rules and standards are followed during development.

DESCRIPTION OF POSITION: Under direction in a Data Center or in a subordinate computer center in a state department, administers and controls all work activities required to produce effective data processing systems for major agency programs including responsibility for systems analysis and design, economic evaluations, and programming; Supervises staff and work activities.

REQUIREMENTS:

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

EXPERIENCE: Five (5) years of experience in data processing systems design and analysis for a large public or private information processing facility, including at least three (3) years of experience with systems software in a multi programming, third generation communications environment, and one (1) year of which shall have been in a supervisory capacity.

NOTE: Applicants may substitute a Master's degree in Data Processing or Computer Science for one (1) year of nonsupervisory experience.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year-for-year basis.

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.

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 degree evaluation 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

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

Please visit the following URL for the NJ Application for Employment: https://nj.gov/it/docs/eo/DPF-663.pdf

Electronic Filing: Applicants are encouraged to file electronically. Forward your **resume, cover letter, unofficial transcript OR foreign degree evaluation, completed NJ Application for Employment and three professional references** to **recruiter4@tech.nj.gov** **Include the posting number in the subject line**.	**Alternate Filing:** If unable to file electronically, applicants may forward **your resume, cover letter, unofficial transcript OR foreign degree evaluation, completed NJ Application for Employment and three professional references** (including posting #2021-048) to: Heather Pursell, Manager, Human Resources Office of Information Technology 300 Riverview Plaza, 4th Floor P.O. Box 212

Authorized by: _____

Lisa Blauer, Chief of Staff