



COUNTY OF SOMERSET

ISSUE DATE: 04/13/2018

POSITIONS AVAILABLE LISTING

For Additional Information Contact

DIVISION OF HUMAN RESOURCES

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APPROVED BY:

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HUMAN RESOURCES DIRECTOR

ISSUED BY:

FAITH M. SACINO

HUMAN RESOURCES DIVISION

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
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PLANNING BOARD

Principal Planner

0003901191A

14A

\$50,080

3/2/2018

\$62,600

(40 hours)

E

CLOSING

DATE

4/27/2018

Responsibilities: Position manages the Planning Division's Environment and Utilities section, which is responsible for overseeing and managing environmental planning projects and all aspects of the County's Farmland Preservation Program. The Somerset County Farmland Preservation Program, which is funded through the State Agriculture Development Committee (SADC) and Somerset County Open Space Trust Fund. The position provides administrative and technical support to the County Agricultural Development Board. Position processes applications for farmland preservation parcels throughout the County, which includes ranking the applications with the prescribed SADC criteria, creating GIS maps, researching the parcel's history, performing site inspections, presenting the application to the Somerset County Agriculture Development Board (SCADB) and SADC for approval, assisting in all due diligence activities and supporting County Counsel on property/easement acquisition activities. Position attends all monthly SCADB meetings. Position requires the review and mediation of Right-to-Farm matters brought before the SCADB, and working with numerous attorneys for Right-to-Farm matters that are brought to court. Position requires semi-frequent fieldwork to farms throughout the County for the purposes of determining compliance with Farmland Preservation requirements and remediation of identified violations of such requirements. Manages environmental planning projects and provides technical and administrative support to the Planning Board's Environmental and Utilities Committee. Monitors legislation related to environmental issues such as but not limited to open space and farmland preservation, sustainability and storm-water management. This position will assist the Director of Planning in the implementation of County and local planning projects and programs. Other duties as assigned by the Director of Planning.

Requirements: Four year undergraduate degree in Planning or closely related field and four to six years of experience in environmental planning, agriculture and farmland/open space preservation programs.

Preferred: A Master's Degree in Planning with specialization in Environmental and/or Preservation Planning. A Master's Degree may substitute for two years of experience. NJ Professional Planners License and American Institute of Certified Planners Certification highly preferred. Two to three years of experience working with the SADC and federal preservation programs.

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>RECYCLING CENTER</u>	<p><u>Electrician/Foreperson - Maintenance</u> <u>0007001337A</u></p> <p>Responsibilities: Position supervises maintenance department personnel in the day-to-day maintenance of processing, rolling stock and building equipment to satisfy the requirements of the Somerset County Recycling Program. Position supervises and performs the repair and maintenance of all mechanical and electrical equipment utilized in the processing of recyclables at material recovery facilities; supervises and performs minor maintenance on recycling vehicles and other equipment as required. Position supervises and performs maintenance on building and grounds at the Recycling Facility. Position supervises and performs the installing, inspecting, repairing, servicing and maintaining of electrical equipment, machinery and circuits for distributing and utilizing electrical energy in accordance with Building Codes or Acceptable Trade Practices. Assists other divisions in the Public Works Department as required.</p> <p><i>Requirements: A valid N.J. Electricians License and a valid N.J. Driver's License with CDL; Class A or the ability to obtain one during the probationary period. acceptable driving record per county standards; no more than 1 DUI conviction within past 10 years; no reckless driving convictions within past 3 years; no more than 9 current points; investigation of any fatal accident or revocation of driving privileges. Acceptance for employment contingent upon passing federally mandated pre-employment drug testing if current CDL holder. A minimum two years of supervisory experience or an equivalent of satisfactory education, training and experience satisfactory to the Board. Incumbent must possess extensive mechanical knowledge with emphasis on high voltage electricity.</i></p> <p><i>Preferred: Technical courses H.V.A.C., plumbing and carpentry; courses in management or related training courses. Knowledge of Somerset County policies and procedures.</i></p>	13A	<p>\$44,080 \$55,100</p> <p>(40 hours) N</p>	<p>2/16/2018</p> <p>CLOSING DATE 4/27/2018</p>

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
ROADS/TRAFFIC SAFETY	<p>Senior Traffic Signal Electrician 0004551580A</p> <p>Position Summary: Position ensures public safety by the continual maintenance, rapid repair and inspection of the County traffic signal system. Position monitors this system for optimum performance through design updates and modifications; responds to emergency calls on a 24 hour basis.</p>	11A	<p>\$37,120 \$46,400</p> <p>(40 hours) N</p>	<p>4/13/2018</p> <p>CLOSING DATE 4/27/2018</p>
	<p>Responsibilities: Position reports for all emergency traffic signal and safety device calls as required (on call 24/7). Position responds to non-emergency calls for the repair and maintenance of traffic signals and safety devices; implements modifications to existing signals. Position schedules, assigns and reviews work; communicates section functions and needs to supervisors. Position acts as a liaison between the Traffic Safety Services Division, property owners, residents and community representatives with regard to areas of concern; investigates and responds to public/private complaints. Position attends various training seminars and training courses presented by professional instructors to keep abreast of the new safety and work practices established by OSHA. Position utilizes DPW Hansen Infrastructure Management System. Position performs skilled and unskilled labor to ensure the efficient operation of the division in accordance with departmental and divisional policies. Position drives trucks and hauls materials and/or equipment to and from projects in a safe and timely manner. Position performs work zone traffic control to ensure the flow of traffic is not disrupted. Position performs other related duties in the Department of Public Works as required.</p>			
	<p><i>Requirements: High school diploma or equivalent; thorough knowledge of electrical work, electronics and construction techniques. Incumbent must have knowledge of construction and repair techniques, equipment and materials related to traffic control devices. Incumbent must possess a valid driver's license and commercial Class B driver's license. Five years of experience in electrical and electronics troubleshooting. Incumbent must be well-versed in specifications, regulations and standards of the NJ DOT National Electrical Code. Incumbent must have the ability to read blue prints and give verbal instruction is essential to the position. The incumbent must be able and willing to work outdoors; must be willing to operate a bucket truck to heights of 50 feet.</i></p>			
	<p><i>Preferred: Sufficient combination of education and experience in electronic and electrical theory and practice to qualify as a journeyman electrician and electronics technician. Knowledge of Somerset County policies and procedures. Ability to utilize an electronic infrastructure management system.</i></p>			

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
ENGINEERING	<p>Principal Engineer I - Hydraulics 0004541174A</p> <p>Position Summary: The Principal Hydraulic Engineer I formulates and administers overall County flood control, storm-water management, and drainage designs, programs, and standards in order to prevent loss of life and to improve, correct, and/or prevent flood and erosion damage to County roads, bridges, and property while promoting orderly land development and County growth.</p> <p>Responsibilities: Incumbent supervises, trains, and develops personnel to assure efficient operation of the Hydraulic Section in accordance with Division and County policy; writes letters and reports on storm-water drainage projects to advise and communicate with various agencies. Incumbent reviews plans and specifications for conformance to County, State, and/or Federal standards; develops repair details and calculations for emergency repairs of deteriorated infrastructure. Incumbent prepares for and attends meetings to explain status of projects and solicit comments. Incumbent performs field inspection of storm drainage facilities to ascertain their integrity and capacity. Incumbent communicates overall section functioning and needs to the Assistant County Engineer on a regular basis in order to maintain optimal performance of the Hydraulic section. Incumbent troubleshoots issues and potential controversies as they arise in order to assure smooth operations. Incumbent directs employees to enable them to function as effectively as possible; coordinates activities of employees and the training of same; evaluates employee performance and recommends promotions. Incumbent prepares and approves reports, cost estimates, specifications, and plans for storm-water design and construction projects; prepares detailed reports with regard to activities and general information for distribution to Assistant County Engineer and Director of Public Works. Schedules and coordinates projects with other sections of the Engineering Division, contractors, and employees. Incumbent prepares and supervises preparation of specifications and contract documents to ensure compliance with the Local Public Contracts Law. Incumbent performs other duties as assigned by the Director of Public Works.</p> <p><i>Requirements: Bachelor of Science in civil engineering (BSCE) degree from an accredited college and a Professional Engineer's License issued by the New Jersey State Board of Professional Engineers and Land Surveyors. Five years of supervisory engineering experience in the design, maintenance, and construction of projects, including the preparation and review of construction plans and specifications or an equivalent combination of education and experience. Ten years of experience in design, inspection, and construction of storm-water drainage facilities. Knowledge of State DOT and FHWA specifications. In order to effectively interact with the concerns of local citizens, municipal officials, various State and Federal agencies, the media, and conduct public hearings on proposed bridge projects, the incumbent must possess excellent oral and written communications skills, with special emphasis on conveying complex technical issues to a non-technical audience. Knowledge of hydraulics, hydrology, cost estimating, construction financing, NJDEP regulations, laws, and permits, and meteorology. Possession of a valid New Jersey Professional Engineer's license.</i></p> <p><i>Preferred: A thorough knowledge of County policy and procedures. Knowledge of bridge and hydraulic design, permit requirements, historic preservation. Experience obtained by working several years on multi-discipline projects. Knowledge of computer operations and applications.</i></p>	17A	<p>\$75,760 \$94,760</p> <p>(40 hours) E</p>	<p>2/16/2018</p> <p>CLOSING DATE 4/27/2018</p>
			Hydraulics Section	

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>MENTAL HEALTH</u>	<p><u>Substance Abuse Counselor</u> 0006161663B</p> <p>Responsibilities: Position provides individual, family, and group psychotherapy, and case management as appropriate to primarily Somerset County residents in order to help them clarify and resolve problems associated with co-occurring alcohol or other drug abuse/dependence and a diagnosable psychiatric conditions. Documents clinical activity per agency policy. Contributes to agency performance improvement efforts to assure ethical and effective treatment in accordance with state regulations and accrediting body standards. Provides services in both the CARE Program and to clients receiving traditional outpatient services.</p> <p><i>Requirements: Master's degree in Social Work, Counseling, or equivalent is required, as is an LAC or LSW and additional relevant experience. LCADC, LCSW, LPC, Bilingual preferred. Acceptance of employment contingent upon passing a criminal background check & pre-employment physical/drug screen.</i></p> <p><i>*Candidates with lived experience in mental health and/or substance use disorders and in recovery are encouraged to apply.</i></p>	13B	<p>\$41,325 \$51,656</p> <p>(37.5 hours) E</p>	<p>2/9/2018</p> <p>CLOSING DATE 4/27/2018</p>
<u>JAIL</u>	<p><u>Nurse (Registered)</u> 0005201051A</p> <p>Responsibilities: Position is responsible for providing direct and indirect nursing care to the incarcerated adult population. Performs initial and ongoing assessments; initiates access to as well as provides on going medical, dental and mental health services utilizing standards of care. Position performs a variety of comprehensive nursing functions including but not limited to: initial and follow-up nursing assessment, medication administration, referral to chronic care clinics, treatments, withdrawal monitoring, off site specialty clinic follow up, patient teaching, and accurate documentation. Position works closely with medical, dental, mental health and custody staff.</p> <p><i>Requirements: Valid State of New Jersey Registered Professional Nurse license, and current CPR and AED certification. Current adult medical/surgical and clinical experience is necessary with proficiency in safe medication administration. Knowledge and experience in correctional, psychiatric, adult illness, and addictions beneficial. Must pass a background check and adhere to all security requirements within the jail setting. Please note that as part of this position you may, on occasion, have an existing work shift extended in accordance with jail policies. Correctional Nursing experience preferred.</i></p>		<p>\$63,062</p> <p>(40 hours) E</p> <p>Flex Evening shift available</p>	<p>12/1/2017</p> <p>CLOSING DATE 4/27/2018</p>

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>PUBLIC WORKS</u>	<p><u>Public Works Floater</u></p> <p><u>0004511310A</u></p> <p>POSITION SUMMARY: This is a floating position and may be assigned job duties and/or shifts in any division within the Department of Public Works. This position will be responsible for various different job tasks and functions throughout the Department of Public Works. This position is assigned to a division on a daily basis and will perform and/or assist different job titles on a continuous basis. This position is defined as an Essential Employee; the definition of an Essential Employee is an employee who is indispensable to the emergency service function of his or her employing division or department and is required to assist the department or division in meeting its operational needs.</p> <p>Responsibilities: Position may assist Engineering by logging contractor activity at county worksites. Position may assist Recycling Maintenance Workers with duties such as removing and/or installing belts, hydraulic cylinders and electric motors. Position may assist Mechanics and Parts Person with duties such as servicing and/or repairing equipment and picking up and/or delivering parts. Position may assist Plumbers, Electricians and Carpenter's with duties such as carrying pipe, cutting wood and pulling electrical wire. Position maintains services, cleans and makes minor repairs of tools and equipment to ensure it is kept in good mechanical working condition such as spreader motors, chainsaws, pole saws and other gas powered equipment. Operates or assists in the operation of motorized and mechanical equipment such as lawn mowers, jack hammers, electric saws, gas saws, electric drills, tampers, chainsaws, pole saws, post pounders, nail guns, and weed whackers. Position may perform Motor Coach and Mini Bus duties such as driving a bus, assisting clients on and off of the bus and maintaining a daily travel log and vehicle manifest. Position may perform Curbside Resource Recovery Worker and Resource Driver duties such as picking up and dumping recycling buckets; climbing on and off of vehicles. Position may perform Facilities Attendant, Painter, Mailroom Clerk, Maintenance Worker and Grounds Worker duties such as moving furniture, painting, delivering mail and providing guidance to visitors. Position may perform Home Delivered Meal, In-Home Service Worker and Transportation Aide duties such as carrying meals to entrances of households, performing wellness checks, driving clients to medical appointments and assisting clients in and out of vehicles as needed. Position may perform proper pre-trip inspections of vehicles as per C.D.L. requirements. Position may perform Road Worker and Bridge Worker duties such as driving trucks and manual labor required to patch potholes, trim trees, clean ditches, maintain vegetation and install pipe. Position may shovel snow and/or operates equipment used in snow removal. Position may perform other related duties in the Department of Public Works as required. Position must complete and pass National Safety Council Defensive Driving Course (DDC) and must be able to retain certification. Position must complete and pass the Community Transportation Associations Passenger Assistance Safety & Sensitivity (PASS) course and must be able to retain certification. Position performs under hazardous working conditions within facilities and on and off the roadway as required. Must be able to follow oral and written directions and maintain work order records. Position must be able to work with individuals who might possess multiple disabilities. The incumbent works overtime as required.</p> <p><i>Requirements: Valid NJ CDL Class A with a Passenger endorsement and air brake restriction removed or the ability to obtain within 3 months of transfer. Acceptable driving record as per County standards: no more than 6 current points; no DUI convictions within past 10 years; no reckless driving convictions within past 3 years; the county will investigate the circumstances of any fatal accident or revocation of driving privileges on record. No record of positive drug and/or alcohol from former employers in the past 3 years. Ability to operate hand and power tools safely and take safety precautions in performing the work. Incumbent must have the ability to assist skilled and unskilled labor; ability to work independently; knowledge of standard tools, materials, methods, practices, occupational hazards and safety. Physical Strength Rating Assessment as per Dictionary of Titles of Very Heavy Work the definition of Very Heavy Work is exerting in excess of 125 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects. Physical demand requirements are in excess of those for Heavy Work. Acceptance of employment contingent on passing a pre-employment physical and DOT mandated drug screen.</i></p>		<p>\$40,326</p> <p>(40 hours) N</p>	<p>4/13/2018</p> <p>CLOSING DATE 4/27/2018</p>
			Creating an applicant pool	

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>MENTAL HEALTH</u>	<p><u>Psychiatrist I</u></p> <p>Position Summary: Incumbent provides trauma informed mental health assessment and treatment collaboratively with individuals through wellness and recovery, person-centered care to clients. Incumbent serves as consultant to other staff; participates in Performance Improvement (PI), peer review and medical staff activities.</p> <p>Responsibilities: Position performs psychiatric evaluations, including history and mental status exams; completes treatment plans in conjunction with other clinical staff. Position prescribes medication and monitors its benefits/side effects. Position responds to inquiries directed by staff nurse; communicates on a regular basis with staff, families, outside agencies. Position maintains thorough, timely clinical documentation.</p> <p><i>Essential Requirements: Board Certification by ABPN; completion of Residency in Psychiatry as recognized by ABPN. Age Specific Knowledge & Skills: Must be able to demonstrate the knowledge and skills necessary to provide care to: Children, Adolescents, Adults and Older Adults. Must demonstrate knowledge of key principles of growth and development of the life span, possess the ability to assess data reflective of the patient's status and be able to interpret the appropriate information needed to identify each patient's needs relative to his/her age in accordance with the Center's policies and procedures.</i></p> <p><i>Essential Background and Experience Requirement: Experience treating a variety of psychiatric disorders in patients of all ages.</i></p> <p><i>**Acceptance of employment contingent upon passing a criminal background check and pre-employment physical & drug screening.</i></p> <p><i>**Candidates with lived experience in mental health and/or substance use disorders and recovery are encouraged to apply.</i></p>	<u>0006161284B</u>	<p>\$195,000</p> <p>(37.5 hours) E</p>	<p>10/13/2017</p> <p>CLOSING DATE 4/27/2018</p>

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
JAIL	<p><u>Licensed Practical Nurse - PT</u> 0005207777Z</p> <p>POSITION SUMMARY :Incumbent will work within a scope of practice and standards set forth by the State of New Jersey and will (along with the Registered Nurse) assist in achieving a quality of care, which promotes optimal health. Contributes to the nursing assessment by collecting ongoing systematic data collection, contributes by assisting in the health assessment, reporting and recording findings/observations, goal identification, health education, medication administration, reporting of deviation from normal health status, recording observations. The practice of nursing as a licensed practical nurse is defined as performing tasks and responsibilities within the framework of case finding; reinforcing the patient and family teaching program through health teaching, health counseling and provision of supportive and restorative care, under the direction of a registered nurse or licensed or otherwise legally authorized physician or dentist.</p> <p>Responsibilities: Administers medications as ordered in a timely fashion in accordance with nursing standards. Maintains and documents on the MAR and/or charts appropriately. Maintains adequate supplies of stock and prescription medication. Orders medications and supplies, as needed, to ensure a suitable supply is on hand. Routinely checks all meds/supplies for expiration dates and replaces/reorders as needed. Maintains a neat and orderly medical cart, Completion of a Controlled substance count q shift with oncoming and off-going staff and performs all other required counts. Answer Health Service Request slips, as presented, when on med rounds. Assists the physician during sick call and transcribes orders. Assists in minor medical/surgical procedures. Keeps health team informed of observations and changing conditions of inmates. Initiates emergency care when indicated. Safely practices, demonstrates and adheres to infection control procedures. Assist with/or be assigned other duties as needed in the Unit.</p> <p><i>Requirements: Graduate from an accredited school of Practical Nursing Program. Currently licensed to practice by the State of New Jersey as a Licensed Practical Nurse. Satisfactory background investigation report. Current CPR/AED certification, a copy of which shall be maintained on file in the facility at all times and blood borne pathogen training. Ability to communicate effectively with all socioeconomic and cultural backgrounds. Ability to perform the functions and tasks as required by the position. Offer of employment is contingent on successfully passing an extensive background check.</i></p> <p><i>Creating Applicant Pool</i></p>	AA	\$25.25 Hr.Mon. – Fri. 7 am to 3 pm - plus shift differential: evenings, midnights, weekends	2/16/2018

<u>EMERGENCY SVCS TRAINING ACADEMY</u>	<p><u>EMT Instructor - PT</u> 0009087777Y</p> <p>POSITION SUMMARY: Under guidelines set by N.J. Bureau of Fire Safety, N.J. State Department of Health, New Jersey State Police, Occupational Safety and Health Administration, Federal Emergency Management Agency, Board of Chosen Freeholders, Director of Public Health and Safety and Director of the Office of Emergency Management, delivers course offerings of the Emergency Services Training Academy.</p> <p>Responsibilities: Incumbent is responsible for the delivery of course offerings of the Emergency Services Training Academy. Position must administer the policies and procedures established by the Board of Chosen Freeholders, County Administrator, Director of Public Health & Safety, and Director of the Office of Emergency Management. The position must function under detailed guidelines established by the laws of the State of New Jersey and the rules and specifications required by various State and Federal agencies. The key challenges facing the incumbent are maintaining a thorough understanding of the current information related to the instructional courses offered at the ESTA and presenting these courses in compliance with the County, State and Federal regulations and policies.</p> <p>This position reports to the Training Academy Supervisor.</p> <p><i>Requirements: Incumbent must be at least 21 years of age and have a minimum of three years of experience as an EMT and possess a valid NJ EMT card. Incumbent must provide a current resume with certificates. Must possess a valid CPR card; a valid EMT Instructor card issued by OEMS and have the endorsement of the program coordinator. Incumbent must present a 15 minute presentation to the instructor selection committee.</i></p>	AA	\$21 an hour ~ 19 Hours per week ~ No Benefits	4/13/2018
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DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>EMERGENCY SVCS TRAINING ACADEMY</u>	<p><u>EMT Instructor Aide - PT</u> <u>000908777W</u></p> <p>POSITION SUMMARY: Under guidelines set by N.J. Bureau of Fire Safety, N.J. State Department of Health, New Jersey State Police, Occupational Safety and Health Administration, Federal Emergency Management Agency, Board of Chosen Freeholders, Director of Public Health and Safety and Director of the Office of Emergency Management, delivers course offerings of the Emergency Services Training Academy.</p> <p>Responsibilities: Incumbent is responsible for the delivery of course offerings of the Emergency Services Training Academy. Position must administer the policies and procedures established by the Board of Chosen Freeholders, County Administrator, Director of Public Health & Safety, and Director of the Office of Emergency Management. The position must function under detailed guidelines established by the laws of the State of New Jersey and the rules and specifications required by various State and Federal agencies. The key challenges facing the incumbent are maintaining a thorough understanding of the current information related to the instructional courses offered at the ESTA and presenting these courses in compliance with the County, State and Federal regulations and policies.</p> <p>This position reports to the Training Academy Supervisor.</p> <p><i>Requirements: Incumbent must be at least 21 years of age and have a minimum of three years of experience as an EMT and possess a valid NJ EMT card. Incumbent must provide a current resume with certificates. Upon acceptance of application and successful evaluation by the selection committee the candidate shall assume the duties of an Instructor Aide. Incumbent must present a 15-minute presentation to the instructor selection committee. Upon acceptance of application and successful evaluation by the selection committee the candidate shall assume the duties of an EMT Instructor</i></p>	AA	\$15.00 Hour - \$28.00 Hour / no benefits - on going recruitment	4/13/2018
<u>IDRC</u>	<p><u>IDRC Counselor - PT</u> <u>000614777Y</u></p> <p>Position Summary: In accordance with N.J.A.C. 10:162, the Intoxicated Driver Resource Center (IDRC) is responsible for providing 12-hour education program to persons convicted of alcohol and/or drug related driving offense as court order. Each participant must be screened and, if necessary, referred to a treatment program for further evaluation. The IDRC Counselor conducts education and screening as mandated.</p> <p>Responsibilities: Position provides didactic education during 12-hour class utilizing approved state curriculum. Position completes on-site screenings on all class participants/clients to determine whether a substance use evaluation is warranted as per state criteria. Position explains screening results and expectations to clients. Position coordinates referral to affiliated treatment agencies and other resources as needed. Position completes required paperwork including Records Release Authorizations with clients. Position enters screening information into state databases.</p> <p><i>Requirements: Must hold a LCADC or CADC; other licenses may be considered if scope of practice includes substance use population. Knowledgeable in motivational Interviewing; 5+ years' experience working with substance use population. Candidate must be computer literate.</i></p> <p><i>Preferred: Previous experience working with mandated clients; group counseling experience particularly psychoeducational. Bilingual preferred.</i></p> <p><i>Monday & Tuesday evenings starting after 4 pm and ending at approximately 10 pm.</i></p>	AA	\$25.00 Hr. / 12 to 24 hours per month / No benefits	2/16/2018

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>VEHICLE MAINTENANCE</u>	<p><u>Mechanic - PT</u></p> <p>Position Summary: Under supervision, performs a variety of repairs and maintenance tasks involving various types of automotive equipment, trucks, vehicles, heavy equipment. All duties are performed in accordance with County safety codes and safe work practices.</p> <p>Responsibilities: Position repairs gasoline and diesel powered equipment and vehicles, and related components including transmissions, brakes, drive trains, cooling and electrical systems, alignments, etc. Knowledge of hydraulics, hose replacement and hose fabricating. Position performs preventive maintenance for all assigned vehicles and equipment; operates a variety of diagnostic tools a variety of hand, electric and air-driven tools. Tests, services and repairs vehicles and equipment; inspects, adjusts and replaces necessary units and related parts in the performance of repairs and maintenance work. Position diagnoses, troubleshoots problems on vehicles using computerized scanning equipment and lap top computers in order to repair and maintain vehicles and equipment in the County fleet. Position fabricates parts using welding equipment. Must have knowledge in the use of New Jersey State inspection equipment; knowledge in the use of New Jersey diesel emission inspection equipment. Ability to read and interpret documents such as safety rules, operating and maintenance instructions, procedure manuals and schematics. Must have the ability to perform vehicle recovery and towing operations; ability to operate forklift. Perform related work as required; ability to work long hours and/or shift working during snow operations, along with irregular hours during the winter. Position ensures shop cleanliness and maintenance on a regular basis; does building safety checks. Position is required to use a computer, knowledge of PC operations and software, knowledge of internet use.</p> <p><i>Requirements: High school diploma or equivalent; or two years related experience and/or training; or equivalent combination of education and experience. Must have fork lift license or the ability to obtain one; must participate in on-going certification in all areas of automotive repairs. Supplemental Vo-Tech Automotive courses, minimum five years related experience and /or training; or equivalent combination of education and experience preferred. Must possess a CDL Class B with air brake endorsement; a CDL Class A preferred. Must have an acceptable driving record per county standards; no DUI conviction within the past ten (10) years, and, if the applicant has had a prior DUI conviction, then no DUI conviction within the past ten years beginning with the date the applicant's driving privileges were restored from that DUI conviction; no reckless driving convictions within past 3 years; no more than 6 current points; investigation of any fatal accident or revocation of driving privileges. Acceptance for employment contingent upon passing federally mandated pre-employment drug testing.</i></p>	AA	\$14.50 an hour; no benefits; Monday to Friday; 29 hours per week	3/29/2018

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>MENTAL HEALTH</u>	<p><u>PATH Associate - PT</u> 0006167776Y</p> <p>Responsibilities: Position responsible for assisting the homeless; mentally ill client toward acceptance of mental health and other critical services and to assist in housing stabilization in the community. Responsible for writing and maintaining the treatment plans, monitoring the client's progress, communicating with numerous in-house and outside providers as the client is linked to services. Incumbent provides assessment, treatment planning and crisis management and coordinates all aspects of treatment. As the coordinator of the client's treatment the clinician utilizes a holistic treatment approach in helping the client stabilize their psychiatric symptoms and permanently integrate into the community. Position maintains awareness of the practical and clinical status of each client so that individual's needs are addressed. Actively engage clients through outreach strategies with attention to rapport, boundaries and safety.</p> <p><i>Requirements: Bachelor's Degree required from an accredited college in Psychology, Social Work, Rehabilitation Counseling or a related human service field, computer literacy. Valid NJ Drivers License. Acceptance of employment contingent upon passing a criminal background check and a pre-employment physical/drug screen.</i></p> <p><i>**Preferred: Minimum of two years' experience with adults with severe mental illness and group facilitation, two years of pre-vocational knowledge application, bilingual ability (English/Spanish) and experience/sensitivity working with culturally diverse populations, knowledge of Wellness and Recovery model of person centered care as well as trauma informed care, lived experience in mental health and/or substance use disorders in recovery.</i></p> <p><i>***Candidates with lived experience in mental health and/or substance use disorders and in recovery are encouraged to apply.</i></p>	AA	\$23.46 Hr. ~ 19 hours per week ~ No benefits	4/13/2018
<u>EMERGENCY SERVICES TRAINING ACADEMY</u>	<p><u>ESTA Instructor PT (Fire Fighter)</u> 0009087777X</p> <p>Position summary: Under guidelines set by N.F.P.A., Division of Fire Safety, N.J. State Department of Health and Senior Services, New Jersey State Police, Occupational Safety and Health Administration, Federal Emergency Management Agency, Board of Chosen Freeholders, Director of Public Health and Safety and Director of the Office of Emergency Management, delivers course offerings of the Emergency Services Training Academy.</p> <p>Responsibilities: Incumbent is responsible for the delivery of course offerings of the Emergency Services Training Academy. Position must administer the policies and procedures established by the Board of Chosen Freeholders; County Administrator; Director of Public Health & Safety and Director of the Office of Emergency Management. Position must function under detailed guidelines established by the laws of the State of New Jersey and the rules and specifications required by various State and Federal agencies.</p> <p><i>Requirements: Candidate must possess a superior knowledge of the subject matter taught. Candidate must also possess a current NJ Division of Fire Safety Instructor Level 2 Certification and a current NJ Division of Fire Safety Drill Ground Instructor Certification. Incumbent must submit employment application to the Somerset County Human Resources Division to be considered for this position.</i></p>	AA	\$21.00 an hour ~ Up to 29 hours per	4/13/2018