



New Jersey Office of Information Technology

NOTICE OF JOB VACANCY

ISSUE DATE: March 24, 2021

CLOSING DATE: April 8, 2021

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

TITLE: Supervisor Information Technology

POSTING # 2021-033

TITLE CODE: 61454

NUMBER OF POSITIONS: 1

SALARY RANGE: R31 \$86,443.36 - \$123,463.96

HOURS OF WORK: 8:00 a.m. – 4:00 p.m.

LOCATION: NJ Office of Information Technology
Managed Hosting Division
Mainframe Unit
300 Riverview Plaza
Trenton, NJ 08625

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

DESCRIPTION OF THE SPECIFIC POSITION: Working knowledge of the IBM SMPE process, knowledge of OEM software; installation and maintenance philosophies and ISV products, network administration, system access methods, information technology and telecommunication network equipment and software, as well as end-user hardware and software technologies. The candidate should have an understanding with recent releases of z/OS. The candidate must possess the ability to work effectively with various levels of agency personnel including, but not limited to, CICS, ADATABASE, DATABASE, DB2 and IMS teams. The candidate must possess the ability to analyze and evaluate operational reporting and measurements, prepare clear, accurate and concise technical reports.

DEFINITION: Under the general supervision of a manager in an information technology organization, supervises and directs the operation of a Network support unit (mainframe and/or client server environment) of at least five (5) employees responsible for development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN), and the provision of tier 3 technical support to end users. Provides lead support in the diagnosis and resolution of complex operational problems; directs problem diagnosis; supervises the monitoring and allocation of staff resources, the use of productivity aids, and the maintenance of software and hardware in mainframe and/or client/server environments with related peripherals; plans, evaluates, tests, implements and maintains network technology solutions as appropriate for the technology unit assigned; and does related work as required.

REQUIREMENTS:

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.

EXPERIENCE: Five (5) years of experience in an Information Technology Operational Support unit for a large public or private information processing facility, including at least three (3) years of experience with an information technology operational support unit supporting a multiplatform Client Server LAN or WAN environment or Mainframe operation.

SUBSTITUTIONS:

A. EXPERIENCE FOR EDUCATION

1. Additional experience as described above may be substituted for the four-year education requirement on a year for year basis.
2. Training hours approved by the Department of Personnel can be substituted for the education requirement where sixteen (16) contact hours equals one (1) semester credit hour.

B. EDUCATION FOR EXPERIENCE

1. Thirty (30) semester hour credits in Information Technology may be substituted for one (1) year of experience.
2. A Master's degree in Information Technology or related studies may be substituted for one (1) year of any of the experience noted above.

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 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/TitleSearch.aspx>

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

The NJ Application for Employment can be found at: <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 #2021-033)** to:

Heather Pursell, Manager, Human Resources
Office of Information Technology
300 Riverview Plaza, 4th Floor
P.O. Box 212
Trenton, New Jersey 08625-0212



Authorized by: _____

Lisa Blauer, Chief of Staff