



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



*****CONTINUOUS RECRUITMENT*****

THIS POSTING IS ONLY OPEN TO THE FOLLOWING:

Interested individuals who meet the stated requirements

Issue Date: February 29, 2016

Posting No.: 63-16

TITLE: Institutional Trade Instructor 1, Cooking **SALARY:** \$42,620.67 - \$60,055.56

LOCATIONS:

Northern Region:

- Adult Diagnostic & Treatment Center – Avenel, NJ
- East Jersey State Prison – Rahway, NJ
- **Northern State Prison – Newark, NJ**
- Mountainview Youth Correctional Facility – Annandale, NJ
- Edna Mahan Correctional Facility for Women – Clinton, NJ

Southern Region:

- **Southern State Correctional Facility – Delmont, NJ**
- **Bayside State Prison – Leesburg, NJ**
- **South Woods State Prison – Bridgeton, NJ**

Central Region:

- New Jersey State Prison – Trenton, NJ
- Central Reception and Assignment Facility – Trenton, NJ
- Central Office – Trenton, NJ
- Garden State Youth Correctional Facility – Yardville, NJ
- Albert C. Wagner Youth Correctional Facility – Bordentown, NJ

*Locations written in “**BOLD**” will give Residential Preference. Please identify the Region you would accept employment when responding to the posting.

JOB DESCRIPTION:

Under supervision of a supervisory officer in a correctional facility in the Department of Corrections trains inmates in the work activities in the areas of food preparation, cooking, baking, meat cutting, pot washing, dishwashing, and the serving of food; does related duties.

REQUIREMENTS

EXPERIENCE: Two (2) years of experience in the areas of food preparation and processing including but not limited to cooking, baking, meat cutting, pot washing, dishwashing, and the serving of food in a commercial or institution kitchen.

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.

PLEASE INCLUDE RESUME, POSTING TITLE AND NUMBER, *AND COPY OF DEGREE OR TRANSCRIPTS (UNOFFICIAL COPIES ARE ACCEPTABLE)] IN YOUR RESPONSE. ADDITIONALLY, YOU MUST PROVIDE YOUR E-MAIL ADDRESS.

Forward Response To:

New Jersey Department of Corrections
Office of Human Resources – Civilian Recruitment Unit
P.O. Box 863
Trenton, NJ 08625-0863

Emailed resumes are to be sent only to:

Civilian.Recruitment@doc.nj.gov

The New Jersey Department of Corrections is an Equal Opportunity Employer