



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



THIS POSTING IS ONLY OPEN TO THE FOLLOWING:

- Current Department of Corrections employees who are permanent in a competitive title, or a Civil Service Commission-approved non-competitive title, as a promotional or lateral opportunity, subject to current promotional and hiring restrictions
- Employees who are permanent in a competitive title, or a Civil Service Commission-approved non-competitive title, as a promotional or lateral opportunity, subject to current promotional and hiring restrictions
- Interested individuals who meet the stated requirements

Issue Date: August 26, 2016

Posting No.: 272-16

TITLE: Institutional Trade Instructor 2, Food Processing **SALARY:** \$46,588.85 - \$65,780.63

LOCATION: South Woods State Prison, Agri-Industries – Bridgeton, NJ

JOB DESCRIPTION: Under direction of a Supervising Institutional Trade Instructor or other supervisory official, coordinates, plans, trains, and assigns work involving food processing industry operations to inmates; assigns tasks to lower grade employees; does other related duties as required.

REQUIREMENTS

EXPERIENCE: Three (3) years of experience in areas of product formulation including but not limited to processing of raw materials, and the cutting, packaging, shipping, storing, distributing and sanitizing of food products and plan equipment 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 *AND COPY OF TRANSCRIPTS IF APPLICABLE (UNOFFICIAL COPIES ARE ACCEPTABLE) IN YOUR RESPONSE. POSTING TITLE AND NUMBER MUST BE INCLUDED IN THE SUBJECT LINE OF YOUR E-MAIL. ALL ATTACHMENTS MUST BE SENT IN PDF OR WORD FORMAT ONLY. ADDITIONALLY, YOU MUST PROVIDE YOUR E-MAIL ADDRESS. TO BE CONSIDERED, RESPONSES MUST BE POSTMARKED NO LATER THAN September 12, 2016.

Forward Response To: Jennifer Caignon, Manager, Human Resources
Regional Personnel Services, Region 9
South Woods State Prison
215 Burlington Road South
Bridgeton, NJ 08302

Emailed resumes are to be sent only to:

Jennifer.Caignon@doc.nj.gov