



**NEW JERSEY DEPARTMENT OF TRANSPORTATION**  
**Public Posting**

**POSTING #:** 19-00074

**TITLE:** Grounds Worker

**ISSUE DATE:** 3/11/2019

**TITLE CODE:** 42744

**CLOSING DATE:** 4/11/2019

**DIVISION:** Transportation Operations Systems and Support

**LOCATION:** Various

**UNIT:** Support Services - Landscape

**RANGE:** O10

**SALARY:** \$32,462.05-\$36,719.32

**WORK WEEK:** 40 hours

**DESCRIPTION**

The New Jersey Department of Transportation (NJDOT) is seeking applications for candidates for the position of **Grounds Worker** within the Division of Transportation Operations Systems and Support. Applications received will be used to form a resume bank that will be used to fill future vacancies. **Work locations for Grounds Worker include Ewing, Knowlton and Carney's Point.** NJDOT will contact eligible candidates for an interview as vacancies occur in regions near your listed address. Grounds Workers are assigned a 40 - hour work week. Current starting salary is between \$32,462 and \$36,719 based on experience. As a NJ State Department, NJDOT offers a comprehensive benefits package including Health Care (medical, prescription drug, dental and vision care) Pension, Deferred Compensation, 12 paid holidays, and Benefit Leave (12 vacation days, 15 sick days and 3 administrative days). Standard workweek is Monday through Friday.

The Division of Transportation Operations Systems and Support, Support Services, is responsible for the upkeep and maintenance of the New Jersey Department of Transportation's NJDOT facilities and grounds statewide, which include the Main Headquarters Complex in Ewing, Regional Headquarters Buildings, Maintenance Yards, Rest Areas, Weigh Stations, Airports, etc. It also provides centralized services, such as: warehouse and shipping, receptionist, cashier, mail room, amongst others.

The Landscape/Janitorial Crew is responsible for the upkeep of the grounds and the cleanliness of these facilities. Under the direction of a supervisory official, appointee does varied types of work involved in the installation, inspection, repair, servicing, and maintenance of electrical equipment, appliances, machinery, and circuits; does other related work as required.

**REQUIREMENTS**

One (1) year of experience in work involving the performance of semiskilled grounds keeping work.

**LICENSE:** Appointee required to possess a Driver's License valid in New Jersey.

Work Authorization: Applicants must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services regulations. NJDOT does not provide sponsorship or accept student OPT/CPT programs, F1 or H1B work authorization visas.

Residency: All persons hired on or after September 1, 2011 have one year from the date of appointment to establish, and then maintain, principal residence in the State of New Jersey subject to the provisions of N.J.S.A. 52:14 - 7 (P.L. 2011, c. 70), also known as the "New Jersey First Act."

**TO APPLY**

**You must apply through the NJDOT website at: <https://www.state.nj.us/transportation/about/employ/openings.shtm>**

Submit a complete packet by the closing date that includes the following documents:

- NJ State Application for Employment (Application and instructions can be found at link above)
- Current resume

**Current NJDOT Employees ONLY:** please submit a letter of interest and current resume to DOT.NJDOTJOBS@dot.nj.gov.

**IMPORTANT NOTES**

**Incomplete Packets:** Applicants MAY NOT be considered if they fail to provide all requested documents upon initial submittal or fail to follow instructions when submitting electronically. Applicants will be selected for an interview on the basis of their application/resume.

**Current State employees:** Any appointments made that involve movement may result in a forfeiture of rights to any promotional lists in their former unit.

**New Jersey Is An Equal Opportunity Employer**