



State of New Jersey

OFFICE OF THE ATTORNEY GENERAL
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF STATE POLICE
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January 24, 2025
NOTICE OF JOB VACANCY
#ADMIN 05-25P

An opportunity currently exists within the Department of Law and Public Safety, Division of State Police, for applicants who meet the requirements listed below:

- TITLE:** Automotive Mechanic
- SALARY:** \$51,037.75 - \$71,915.86 (40ww)
- LOCATION:** Administration Section
Facility and Asset Control Bureau
Fleet Management Office
Passaic County (Totowa) – 4 positions
Atlantic County (Buena) – 4 positions

NUMBER OF VACANCIES: Eight (8)

DUTIES: Under the general supervision of a Crew Supervisor, Mechanics or other supervisory official in a state department, institution, or agency, performs maintenance and repairs on various types of motor vehicles and equipment; does other related duties as required

REQUIREMENTS

TRAINING: Successful completion of one (1) year of training in automotive technology at an accredited community college or vocational school.

EXPERIENCE: Two (2) years of experience as a mechanic in the repair and installation of motors, and the maintenance and repair of motorized vehicles and equipment.

NOTE: Applicants who do not possess the required year of formal training may substitute one (1) additional year of experience as outlined above.

NOTE: An Automotive Service Excellence (ASE) Certification in at least one (1) of the following specialties from the National Institute for Automotive Service Excellence may be substituted for the formal training: A-1 Engine Repair, A-6 Electrical/Electronic Systems, A-8 Engine Performance, L-1 Advanced Engine Performance Specialist.

SPECIAL NOTE: Appointment to this title may be made provisionally, pending the outcome of an open-competitive examination (PAOC). If selected for the position and appointed PAOC, you will be required to apply for the open-competitive examination, when issued by the Civil Service Commission for this title, pass and be reachable on the resulting eligible list to become permanent in the position. Appointees who fail to be reachable on the resulting eligible list are subject to removal.

LICENSE AND CERTIFICATIONS: Appointees must possess a driver's license valid in New Jersey. Appointees may also be required to possess a valid Commercial Driver's License (CDL) and applicable endorsements for the class and type of vehicle being operated.

RESUME NOTE: Eligibility determinations will be based upon information presented in the resume only. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so will result in your ineligibility.

If interested, please send a cover letter indicating job vacancy number, copy of your transcript, which indicates the date your degree was conferred (required), and a current resume before the closing date of February 6, 2025 to:

NJSPPresumes@njsp.gov

The New Jersey Division of State Police is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply. The "New Jersey First Act," N.J.S.A. 52:14-7 (L. 2011 Chapter 70), requires new public employees to reside in the State of New Jersey within one (1) year of employment.



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