



State of New Jersey
Office of the Attorney General
DEPARTMENT OF LAW AND PUBLIC SAFETY
Juvenile Justice Commission
P.O. Box 107
Trenton, New Jersey 08625-0107

Philip D. Murphy
Governor

Matthew J. Platkin
Attorney General

Tahesha L. Way
Lt. Governor

Jennifer LeBaron, Ph.D.
Executive Director

October 24, 2024
NOTICE OF JOB VACANCY
JJC #167-24

Opportunities currently exist in the classified service with the Department of Law and Public Safety, Juvenile Justice Commission, for current State employees with permanent service in a competitive title who meet the requirements specified below:

TITLE: Cook, 12 Months

SALARY: \$37,919.97 to \$52,838.55

LOCATION: [Juvenile Justice Commission](#)
Johnstone Campus
50 Burlington Road
Bordentown, NJ 08505

NUMBER OF POSITIONS AVAILABLE: Two (2)

DUTIES: Under supervision of a supervisory official in the Juvenile Justice Commission prepares and cooks large quantities of food; may interact with residents in the areas of food preparation and the serving of food; does other related duties as required. Please see the Civil Service Commission (CSC) job specification for additional information: info.csc.state.nj.us/jobspec/44643.htm.

REQUIREMENTS

EXPERIENCE: One (1) year of experience as a cook involving the preparation of a variety of food in large quantities.

NOTE: Catering experience in a delicatessen will be acceptable.

NOTE: Deli counter experience in a delicatessen will NOT be acceptable.

NOTE: Cooking experience in a fast food establishment will NOT be acceptable.

LICENSE: Appointee 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.

RESUME NOTE: Eligibility determinations will be based upon information presented in 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 may result in your ineligibility.

All offers of employment are conditional subject to the applicant agreeing to and then passing a background check that may include fingerprinting.

HOW TO APPLY: If qualified, please send a cover letter indicating interest in job vacancy announcement #167-24, and a current resume to the Recruitment Officer at jjcrecruitment@jjc.nj.gov on or before the closing date of **November 7, 2024**.

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. The Department of Law and Public Safety 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.

