

JOB POSTING

June 13, 2018

ESSEX COUNTY VOCATIONAL TECHNICAL SCHOOLS
BOARD OF EDUCATION
LEROY F. SMITH, JR. PUBLIC SAFETY BUILDING
60 NELSON PLACE, 1 NORTH – NEWARK, NEW JERSEY 07102

SPECIFICATIONS FOR POSITION OF:

DIRECTOR OF FACILITIES AND GROUNDS

Interested applicants should submit letter of interest and resume to Human Resources or email to jobs@essextech.org (specify position sought in subject area). **Closing date: June 27, 2018.**

QUALIFICATIONS AND REQUIREMENTS

1. Demonstrated knowledge of architecture, construction, engineering, plant operation, maintenance and management
2. Interface with professionals and contractors on all building projects
3. Ability to supervise and coordinate the activities of department staff
4. Strong leadership and communication skills
5. Educational Facilities Manager Certification preferred or willingness to attain
6. Required criminal history check and proof of U.S. citizenship or legal resident status
7. Must be resident of New Jersey or attain residency within one year unless exempted under the law

JOB GOAL

To provide students and staff with a physical environment that is healthy, safe and efficiently operated.

SALARY & TERMS OF EMPLOYMENT

\$60,000.00 - \$75,000.00

EVALUATION

Performance of this job will be evaluated in accordance with provisions of the board's policy on evaluation of non-certified staff.

The Essex County Vocational and Technical High Schools are public schools supported by County, State and Federal Funds. There are five such programs operated by the Board of Education for the Vocational Schools in the County of Essex. These include four high schools and one adult center. In addition to salary, the Board of Education offers fringe benefits to all employees. These benefits include maintenance of hospitalization insurance including hospitalization medical insurance, Dental and Maxor Plus Prescription Plan. The Board also maintains a \$4,000 Group Life Insurance Policy for each employee.

**THE BOARD OF EDUCATION OF THE VOCATIONAL SCHOOLS
IS AN AFFIRMATIVE ACTION EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**