



**NEW JERSEY DEPARTMENT OF TRANSPORTATION  
Public Posting**

**POSTING #:** 24-00148

**TITLE:** Mechanic Trainee

**ISSUE DATE:** 4/12/2024

**TITLE CODE:** 43730

**CLOSING DATE:** 5/10/2024

**DIVISION:** Operations

**LOCATION:** Statewide

**UNIT:** Regional Operations

**RANGE:** O12

**SALARY:** \$39,625.60-\$44,876.83

**WORK WEEK:** 40 hours

**DESCRIPTION**

The New Jersey Department of Transportation (NJDOT) is seeking applications for candidates for the position of **Mechanic Trainee** within the Division of Operations. Mechanic Trainees are assigned a 40 - hour work week. The current starting salary range is between \$39,625 and \$44,876 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, 13 paid holidays, and Benefit Leave (12 vacation days, 15 sick days and 3 administrative days). The standard workweek is Monday through Friday.

Garage locations are: Newark, Lodi, Lafayette, Netcong, Woodbridge, Lakewood, Freehold, Bedminster, Cherry Hill

**Mechanic Trainees will receive on - the - job training in duties that may include:**

The installation, maintenance, and repair of gas and diesel motors, fuel systems, exhaust systems, cooling systems, electrical systems, oiling systems, transmissions and clutches, brakes, rear axles, drive shafts, front suspensions, steering systems, springs, cabs and instruments.

**Applicants who are appointed to positions as Mechanic Trainee must complete a two - (2) year formal training program in automotive mechanics, which includes two (2) years of on - the - job training, and the formal vocational training necessary to obtain the required certifications.**

**Failure to obtain the required certifications during the training period will result in separation from state service.**

For more information regarding this position, please refer to: <http://info.csc.state.nj.us/jobspec/43730.htm>

## **REQUIREMENTS**

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

**NOTE:** Applicants who do not possess the required year of formal training may substitute one (1) year of experience as a mechanic in the repair and installation of motors and the maintenance and repair of motorized vehicles and equipment.

**NOTE:** An Automotive Service Excellence (ASE) Certification in one 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.

**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.

Appointee will be required to possess a Driver's License valid in New Jersey. Probationary Driver's License is not accepted.

**NOTE:** Appointees in the Department of Transportation will be required to obtain a Commercial Driver's License (CDL) and applicable endorsement(s) within six (6) months of appointment. The inability of a Department of Transportation employee to attain a CDL and necessary endorsements within six (6) months of hire shall constitute grounds for removal.

The responsibility for ensuring that employees possess the required motor vehicle license, commensurate with the class and type of vehicles operated, rests with the Appointing Authority.

In accordance with Federal regulation 82:40, appointees responsible for the repair or servicing of motor vehicle air conditioners are required to possess and maintain a valid Air Conditioning and Refrigeration Technician Certification, commensurate with the type of equipment serviced, issued by the Federal Environmental Protection Agency.

In accordance with NJSA 13:20 - 47.15, appointees responsible for performing emissions inspections on diesel - powered vehicles are required to successfully complete a course of instruction on Diesel Emission Inspection provided through the Appointing Authority. Appointees may be required to successfully complete re - training.

In accordance with the New Jersey Occupational Safety and Health Administration regulation 29 CFR 1910.178(l) (1), appointees responsible for the operation of industrial trucks (powered forklifts) will be required to obtain and maintain a current certification as a Powered Industrial Truck Operator issued by the New Jersey Occupational Safety and Health Administration. Appointees may be required to successfully complete re - training.

In accordance with NJSA 13:20 - 45.16, appointees responsible for performing emissions repairs to gasoline - fueled vehicles are required to possess and maintain a current certification as an Emissions Repairer Technician.

In accordance with NJSA 13:20 - 43.17, appointees responsible for performing emissions inspections to motor vehicles are required to possess and maintain a current certification as a Motor Vehicle Emissions Inspector.

Appointees responsible for repairing or servicing motor vehicles equipped for alternate fuel are required to successfully complete training and maintain a valid Alternate Fuel Certification. Appointees who possess an ASE Certification in Alternate Fuel are considered to have met this requirement.

Affected appointees are required to maintain valid certifications, and successfully complete the re - certification processes within the timeframes mandated by statute.

**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/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)
- Letter of Interest
- Current resume

## **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.

NJDOT provides reasonable accommodations to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please email dot - hr.ada@dot.nj.gov. Determinations on requests for reasonable accommodation will be made on a case - by - case basis.

**SAME APPLICANTS:** If you are under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by closing date indicated above. For more information on the SAME Program visit their Website at: <https://nj.gov/csc/same/overview/index.shtml> , email: [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov) , or call CSC 609 - 292 - 4144, option 3.

**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**