

MEMORANDUM



DEPARTMENT OF ADMINISTRATION AND
FINANCE
PERSONNEL DIVISION
One Bergen County Plaza -- 3rd Floor -- Hackensack, NJ 07601-7076
(201) 336-6375 -- Fax (201) 336-6384

TDD Users-NJ Relay Service (800) 852-7899
Braille Transcript available upon request, AA/EOE

Kathleen A. Donovan
County Executive

Visit our web site -- www.co.bergen.nj.us

R.W.Kornfeld
Director of Personnel

DATE: October 1, 2012
TO: FOR POSTING
FROM: R. W. Kornfeld, Director of Personnel
SUBJECT: Job Openings (currently under recruitment)

DEPARTMENT	CLASSIFICATION	RATE
<u>BOARD OF TAXATION</u>	Keyboarding Clerk 1 @ 35 hrs/wk (Available January 1, 2013)	\$ 25,878/yr- Open
	Keyboarding Clerk 2 @ 35 hrs/wk (Available January 1, 2013)	\$ 25,878/yr-Open
<u>HEALTH SERVICES</u>		
Animal Shelter	Animal Attendant (Per Diem)	\$ 12.00/hr.
Health Care Center	Medical Social Worker (Per Diem)	\$ 26.00/hr.
<u>HUMAN SERVICES</u>		
Administration	Project Coordinator, Juvenile Counseling & Rehabilitation @ 40 hrs/wk	\$ 25,878/yr-Open
Senior Services	Bldg. Maintenance Worker (Per Diem)	\$ 12.00/hr.
..	Clerk 1 (Per Diem)	\$ 12.00/hr.
<u>PUBLIC SAFETY</u>		
Weights & Measures	Weights & Measures Apprentice @ 40 hrs/wk	\$ 25,000/yr-Open

C: Kathleen A. Donovan; Edward Trawinski; Jeanne Baratta; Clerk to the Board; Affected Department Heads; Health Care Center; Affected Labor Officials

NOTE: *Active employees, those interested in any of the afore-mentioned job vacancies, must submit their inquiry in writing to the County's Director of Personnel. Pursuant to NJSA 52:14-7 (L.2011, Chapter 70), also known as the 'New Jersey First Act,' which became effective on September 01, 2011, all new persons hired by the County of Bergen thereafter must be proven residents of the State of New Jersey, or shall have one year from the date of employment to establish and then maintain their principal residence in New Jersey.*

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R.W.Kornfeld
Director of Personnel

DATE: October 15, 2012
TO: FOR POSTING
FROM: R. W. Kornfeld, Director of Personnel
SUBJECT: Job Openings (currently under recruitment)

DEPARTMENT	CLASSIFICATION	RATE
<u>HEALTH SERVICES</u> Spring House	Substance Abuse Counselor 1 @ 40 hrs/wk ***	\$ 25,878/yr-Open
<u>PUBLIC WORKS</u> General Services	Laborer/Clerk 2 @ 40 hrs/wk Clerk Transcriber @ 40 hrs/wk	\$ 25,878/yr-Open \$ 25,878/yr-Open

C: Kathleen A. Donovan; Edward Trawinski; Jeanne Baratta; Clerk to the Board; Affected Department Heads; Health Care Center; Affected Labor Officials

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R.W.Kornfeld
Director of Personnel

DATE: October 29, 2012
TO: FOR POSTING
FROM: R. W. Kornfeld, Director of Personnel
SUBJECT: Job Openings (currently under recruitment)

DEPARTMENT	CLASSIFICATION	RATE
<u>ADMIN/FINANCE</u> Central Municipal Court	Cashier @ 40 hrs/wk	\$ 25,878/yr-Open
<u>COUNTY CLERK</u>	Supervising Account Clerk @ 40 hrs/wk	\$ 25,878/yr-Open
<u>HEALTH SERVICES</u> Special Child Spring House Health Care Center	Family Service Worker @ 40 hrs/wk *** Substance Abuse Counselor 1 @ 40 hrs/wk *** Practical Nurse (Per Diem)	\$ 25,878/yr-Open \$ 25,878/yr-Open \$ 20.00/hr
<u>HUMAN SERVICES</u> Community Transportation Senior Services Planning Office on Children	Radio Dispatcher/Keyboarding Clerk 2 @ 40 hrs/wk *** Supervisor, Sr. Activities Center @ 35 hrs/wk Keyboarding Clerk 2 *** Program Analyst @ 40 hrs/wk *** Coordinator, Child Day Care @ 40 hrs/wk	\$ 25,878/yr-Open \$ 25,878/yr-Open \$ 25,878/yr-Open \$ 25,878/yr-Open \$ 25,878/yr-Open
<u>LAW</u>	Legal Secretary @ 40 hrs/wk	\$ 25,878/yr-Open

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PUBLIC SAFETY

Emergency Management

Keyboarding Clerk 2 @ 40 hrs/wk

\$ 25,878/yr-Open

PUBLIC WORKS

Maintenance Repairer/Mechanics
@ 40 hrs/wk

\$ 25,878/yr-Open

*** Grant Funded

C: Kathleen A. Donovan; Edward Trawinski; Jeanne Baratta; Clerk to the Board; Affected Department Heads; Health Care Center; Affected Labor Officials

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