

Monmouth County Workforce Development Board



NOW HIRING - NJ TRANSIT

NOW HIRING MULTIPLE JOBS NJ TRANSIT

HOW TO APPLY: HOW TO APPLY WITH AN APPLICATION
(Candidates should **ONLY** apply to open positions)

When completing an application (LOCATED ON THE WEBSITE), clearly TYPE or PRINT your information, then MAIL to the address on the top of the application, FAX to 973-665-7575 **or** email to NJTSR@njtransit.com. Please ensure that the application is complete before sending to NJ Transit. Incomplete applications will **NOT** be reviewed by recruiters.

Information regarding vacancies can be located on our website www.NJTRANSIT.com/careers. Once on this site click on "**View Current Job Opportunities**" for a listing of open positions within NJ Transit, or refer to the attached '**Current Opportunities**' flyer.

Please indicate on Page-2 (bottom) of your application where you heard of the position (i.e., specific job fair location/ open house/ DOL/ etc...). **Failure to provide this information may delay the process.**

**PLEASE ALLOW 6-8 WEEKS FOR PROCESSING
ONLY CANDIDATES UNDER CONSIDERATION AND WITH COMPLETED
APPLICATIONS WILL BE NOTIFIED
PLEASE APPLY ONLY TO OPEN POSITIONS**

OR VISIT WWW.NJTRANSIT.COM (Careers) FOR OTHER OPENINGS

ASSISTANT SIGNAL MAINTAINER Signal Maintainer's are responsible for testing, repairing, and maintaining signal equipment. They are also responsible for the inspection and repair of electronic equipment, gate arms and mechanisms, switches, drawbridge circuits, relays and cables. Candidates must have basic knowledge of electricity, and electrical principles, such as OHMS law. Applicants interested in this position must be able to pass NJ TRANSIT's Signal Maintainer Aptitude Test.

BUS MAINTENANCE/SERVICEPERSON (This is not a Bus Cleaner position)Valid Driver's License for last 3 yrs. (no more than 5-points); OR VALID NY Commercial Driver's License (CDL) with passenger endorsement and must have mechanical experience. Must be able to work any shift.

BUS OPERATOR Valid Driver's License for last 3 yrs.; No more than 5 points on driver's license candidates who currently possess a CDL-B with Passenger endorsement and airbrakes desired. Applicants interested in this position must be able to pass NJ TRANSIT's Bus Operator Aptitude Test.

ELECTRICIAN Must have a high school diploma or GED; 3-5 years of construction experience in the installation, repair and troubleshooting of commercial or industrial electrical wiring; must be able to work ALL shifts, Saturdays, Sundays and Holidays; ability to use testing equipment, ability to read schematics & blueprints; use welding & soldering equipment, knowledge of HVAC support systems. Applicants interested in this position must be able to pass NJ TRANSIT's Electrical Aptitude Test.

FOREMAN II Northern & Southern regions -- 5 yrs. of applied experience in bus maintenance or other applied experience in heavy diesel vehicle maintenance.

MACHINIST Must have a high school diploma or GED; Responsible for inspecting, testing, maintaining and repairing rail cars and locomotives. Additional duties include: diagnosing and troubleshooting problems associated with facility maintenance as well as the operation and maintenance of shop machinery. To qualify, you must have a basic understanding of mathematics, mechanics, and computers, as well as be familiar with safe working practices. Knowledge of shop machinery, test equipment, and machinist tools and gauges is necessary. Applicants interested in this position must be able to pass NJ TRANSIT's Machinist Aptitude Test.

POLICE COMMUNICATIONS DISPATCHER High School Diploma/GED; one (1) year experience in an Emergency field position i.e., 911/EMT.

POLICE OFFICER Accepting resumes for Police Trained Commission Officer AND a police test will be announced on our website njtransit.com within the next 2-4 weeks.

PRINCIPAL STRATEGIC STAFFING RECRUITER Bachelor's Degree in Human Resources, Business Administration or related field and six (6) years of recruitment experience preferably in the Transportation or Service related industry.

REGIONAL SUPERVISOR (SOUTH JERSEY) High School Diploma or equivalent, and three (3) years of transit experience within the last seven (7) years. Computer skills required. CDL Permit required. Must successfully complete CDL training prior to placement into field assignment position. Must successfully complete Core Training for Regional Supervisors. Good written communications skills and experience using Microsoft Word required

STRATEGIC STAFFING RECRUITER Bachelor's Degree in Human Resources Administration or related area from a US Department of Education accredited college or university, and three (3) years of recruiting experience in transportation, utility, non-profit or service industry. Knowledge of Microsoft Office Word, Excel and Outlook, and familiarity with Internet recruiting. Knowledge of state and federal employment laws and regulations. Strong communication, presentation, organizational and time management skills, demonstrated customer interfacing skills and proven track record of client satisfaction. Experience in working with contingency and retained search firms desired. Knowledge of social network and internet recruiting tactics.

RESUMES WILL ONLY BE ACCEPTED VIA EMAIL.