



# NEW JERSEY DEPARTMENT OF CHILDREN AND FAMILIES

Philip Murphy  
Governor

Tahesha L. Way, Esq.  
Lt. Governor

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Commissioner

\*AMENDED JOB VACANCY POSTING

POSTING #:	258-25	ISSUE DATE:	May 30, 2025
TITLE:	BUS DRIVER (PART-TIME) (CLASSIFIED NON-COMPETITIVE)	CLOSING DATE:	June 27, 2025
LOCATION:	Department of Children and Families Office of Education DCF Regional School, Cherry Hill Campus 30 Evesham Road West Cherry Hill, NJ 08003		
POSITIONS:	2	RANGE:	O-09
DISTRIBUTION:	STATEWIDE	SALARY:	\$24.04/hour

**SCOPE OF ELIGIBILITY:** Opportunities are subject to current promotional and hiring restrictions.

**NOTE:** Please provide a copy of your valid New Jersey CDL with P & S endorsements and also indicate on your resume that you possess a valid New Jersey CDL with P & S Endorsements. Failure to do so will result in disqualification for this position.

**DEFINITION:** Under direction of a supervisor in a State Department or Agency, operates a light duty passenger bus; carries out pickup and/or delivery of passenger assignments; does related work as required. This position operates a small (S2) school bus and/or passenger van to transport students to and from school.

This position offers paid:

- Vacation Days
- Sick Days
- Personal Days
- Holidays
- Retirement Plan

**REQUIREMENTS**

**EXPERIENCE:** One (1) year of experience as a licensed operator of a motor vehicle.

**SPECIAL NOTE:** Must be able to operate a small (S2) school bus.

**NOTE:** Ability to physically lift, move, and position students as needed.

**LICENSE:** Appointees will be required to possess a valid New Jersey Commercial Driver's License (CDL) and passenger endorsement for the class and type of vehicle to be operated, issued by the New Jersey Motor Vehicle Commission.

**RESUME NOTE:** Eligibility determinations will be based upon information presented on the resume only. Applicants who possess a degree from a college or university outside the United States must provide an evaluation of one's transcripts from a recognized evaluation service at the time of submission by the above closing date. Failure to do so may result in your ineligibility.

IMPORTANT NOTICES

**\*EMPLOYEE BENEFITS:** The Department of Children and Families provides many employee benefits, including but not limited to:

- Alternative Workweek Program\*
- Deferred Compensation
- Health, Dental and Life Insurance
- Flexible and Health Spending Accounts
- Pension

- Telework\*
- Public Service Loan Forgiveness
- Benefit Leave (Vacation, Sick, Administrative Leave)
- 13 Paid Holidays

\*Pursuant to Department policy, procedures and/or guidelines

**PUBLIC SERVICE LOAN FORGIVENESS:** As a prospective employee of the State of New Jersey, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education's website at [StudentAid.gov/PSLF](http://StudentAid.gov/PSLF).

**VETERANS PREFERENCE:** Are you a veteran? If so, proof of your NJ Veterans Preference is required at application. Please provide a copy of your New Jersey Civil Service Commission NOTIFICATION OF VETERANS STATUS along with your cover letter and resume. For information on how to apply for Veterans Preference in the State of NJ, please visit the Civil Service Commission's website at <http://www.state.nj.us/csc/seekers/veterans>.

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

**UNIT SCOPE:** Any appointments made from postings which involve movement between unit scopes may result in a forfeiture of rights to any promotional list in a former unit scope. A complete list of DCF unit scopes can be found [here](#).

**RESIDENCY:** Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

Electronic Filing:

Forward a cover letter and resume as a **single PDF document**, saving the file by your **Last Name, First Name** to: [Job.Posting@dcf.nj.gov](mailto:Job.Posting@dcf.nj.gov)

Include the **Job Posting #** in the subject line of your email.