

**Please Post**  
October 13, 2020

**NOTICE OF VACANCY**

TITLE: **PROGRAM COORDINATOR, SENIOR CITIZEN TRANSPORTATION**

JOB STATUS: Full time 40 hours/week

LOCATION: Wheatsworth Road  
Hardyston, NJ

DIVISION/DEPARTMENT: Division of Social Services – Skylands Ride  
Department of Health & Human Services

DATE OF VACANCY: Currently open

STARTING SALARY: \$52,304.

CLOSING DATE FOR APPLICATIONS: October 23, 2020

TENTATIVE START DATE: To be determined

**MINIMUM REQUIREMENTS:**

**REQUIREMENTS:**

**EXPERIENCE:**

Two (2) years of supervisory experience in an agency operating programs in the field of transportation services which shall have included the preparation of routes and schedules and transportation services for the elderly.

**LICENSE:**

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility is necessary to perform in essential duties of the position.

**JOB DUTIES:**

Under direction, plans, implements and directs a program involved in providing transportation for senior citizens to and from shopping locations, health facilities, clinics, and other centers where needed services are provided; does related work as required.

**RETURN COMPLETED APPLICATIONS (or RESUME) TO**

(Standard County Application Form is located at the following address or [www.sussex.nj.us](http://www.sussex.nj.us)):

COUNTY OF SUSSEX  
Sussex County Administrative Center  
Office of Employee Services  
One Spring Street  
Newton, NJ 07860

The County of Sussex provides Equal Employment Opportunities to all applicants regardless of race, creed, color, ancestry, sex, age, disability, marital status, national origin, atypical, hereditary, cellular or blood trait, or on the basis of affectional or sexual orientation.