

August 27, 2021

## **BERGEN COUNTY TECHNICAL SCHOOLS**

"A school of choice for teachers and students who believe in doing the serious work of creating a learning community."

### **POSITION OPENING FOR SCHOOL YEAR 2021-2022**

### **BROKER/BUSINESS RESOURCE MANAGER**

**(Grant Funded)**

**(12 Months-Non-Certificated)**

**WIA (One Stop Career Center), Hackensack**

#### **QUALIFICATIONS:**

1. Bachelor's degree in Counseling, Psychology, Social work, Education or related field - preferred.
2. Proficiency with Microsoft Office applications and database management tools.
3. Ability to teach/demonstrate computer operations and software.
4. Skilled in online research techniques using NJ Career Connections and New Jersey Department of Labor and Workforce Development ("NJLWD") resources.
5. Excellent communication skills, oral and written.
6. Ability to work effectively with business owners/managers, and with diverse populations of clients requiring re-employment assistance.
7. Such alternatives to the above qualifications as the Board of Education may deem appropriate and acceptable under state law.
8. New Jersey residency required within one (1) year from date of hire.

Applicants for this position are asked to submit a current résumé and other supporting materials to:

Gary P. Hall  
Director of Human Resources  
Bergen County Technical Schools  
540 Farview Avenue  
Paramus, NJ 07652

Fax: 201-265-5785 or e-mail: [roslap@bergen.org](mailto:roslap@bergen.org)

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

Please post from August 27, 2021 through September 13, 2021

GPH/rlp

c: Presidents, Employee Associations

A4/bam

PCN# 06-55-