

\*\*\*PLEASE POST\*\*\*

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Inter-Departmental Memorandum

Date: January 23, 2019  
 To: All Qualified Candidates  
 From: Office of Human Resources  
 Subject: Job Opening

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<b>POSITION:</b>	<b>EXTERMINATOR</b>
<b>SALARY RANGE:</b>	\$30,000 to \$56,060
<b>DEPARTMENT:</b>	ASSET MANAGEMENT
<b>HOURS OF WORK:</b>	8:00AM – 4:00PM
<b>UNION AFFILIATION:</b>	ISWA
<b>FLSA:</b>	NON-EXEMPT

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Please see attached job description which includes a list of responsibilities and required qualifications.

Any qualified candidates interested in applying for this position should send a Cover Letter, Resume, and Completed Application to the Office of Human Resources, please e-mail all documents to [HR@jcha.us](mailto:HR@jcha.us) by close of business Tuesday, January 29, 2019 @ 5pm. Please call the Office of Human Resources at 201-706-4680 if you have any questions.

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**Affirmative Action/Equal Employment Opportunity Statement**

It is the Jersey City Housing Authority policy to provide equal employment opportunity to all of its employees and applicants for employment regardless of their race, creed, color, national origin, age, ancestry, nationality, martial or domestic partnership or civil union status, sex, pregnancy, gender identity or expression, blood trait, genetic information (including the refusal to submit to genetic testing), or any other category protected by law. As an institution, we value diversity of background and opinion, and prohibit discrimination or harassment on the basis of any legally protected class in the areas of hiring, recruitment, promotion, transfer, demotion, training, compensation, pay, fringe benefits, layoff, termination or any other terms and conditions of employment. For additional information, please see the Non-Discrimination Statement at the following address: <http://www.nj.gov/lps/dcr/employ.html>

BT: em  
 JCHA: V.Phillips/A. Evans  
 ISWA: F. Parson  
*File: Exterminator*

**EXTERMINATOR****DEFINITION:**

Under direction performs the work involved in preventing, controlling, and eliminating insects and animal pests; does other related work.

**ESSENTIAL RESPONSIBILITIES:**

- Sprays, dusts, and treats beds, furniture, woodwork, floors, and walls in order to prevent, control, and eliminate bed bugs, roaches, and other insect pests.
- Prevents, controls, and eliminates insects and vermin in buildings, and in animal and poultry houses and enclosures by use of bait, traps, and other means.
- Sprays kitchens and other areas during fly season and apply or advise on other unknown measures for the control or elimination of flies as required.
- Obtains, stores, safeguards, records, and properly uses bait, traps, spays, insecticides, and pesticides as required.
- Notifies supervisor of problems as they arise and makes pertinent recommendations.
- Keeps assigned areas clean in order to prevent the breeding of insect and animals pests.

**REQUIREMENTS:****Experience:**

One (1) year of experience in work involving the prevention, control, and extermination of insect and animal pests.

**Certificate:**

Possession of a current and valid certificate as a commercial pesticide applicator or commercial pesticide operator issued by the New Jersey Department of Environmental Protection is required.

**License:**

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

**KNOWLEDGE AND ABILITIES:**

- Knowledge of the habitat, habits, breeding, prevention, control, and extermination of bed bugs, cockroaches, house flies, rats, mice, and other animal pests in and about the building.
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- Knowledge of the materials, equipment, and procedures which are effective in controlling and extermination insects and other animal pests, particularly those methods which can be used effectively without undue interference with regular operations.
- Ability to make accurate observations of conditions existing in and about buildings as they relate to the prevention, control, and elimination of insect and animal pests.
- Ability to determine the preventative or remedial measures to be taken in pest infestations.
- Ability to make effective use of bait, traps, sprays, and other devices with as little interference with daily routine as possible.
- Ability to use sprays, dusts, bait, and other extermination preparations with due regard for their poisonous or irritant qualities.
- Ability to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.
- Ability to read, write, speak, understand, and communicate in English sufficiently to perform duties of this position.

### Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to lift and carry up to 25 lbs.

### Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Incumbent may be exposed to high noise levels and/or cluttered work areas.

Persons with mental and/or physical disabilities are eligible to apply as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such person may not be eligible.

### EQUAL OPPORTUNITY EMPLOYER

**NEW JERSEY RESIDENCY MUST BE MET WITHIN ONE YEAR FROM EMPLOYMENT DATE**