



State of New Jersey

PHILIP D. MURPHY
Governor

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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Chief Administrative Officer

January 12, 2023
NOTICE OF JOB VACANCY
#23-16

This is a repost of vacancy announcement #22-459; previous applicants need not reapply.

An opportunity currently exists in the unclassified service with the Department of Law & Public Safety, Division of Law, for applicants who meet the requirements specified below:

TITLE: Assistant Attorney General

SALARY: \$155,000.00

LOCATION: Division of Law
Affirmative Civil Enforcement Practice Group
124 Halsey Street Newark, NJ 07101

NUMBER OF POSITIONS AVAILABLE: One (1)

The Affirmative Civil Enforcement Newark Practice Group includes seven Sections: Affirmative Civil Rights and Labor Enforcement, Consumer Fraud Prosecution, Data Privacy & Cybersecurity, Government & Healthcare Fraud, Professional Boards Prosecution, Securities Fraud Prosecution, and Special Litigation. These Sections work to conduct affirmative investigations and bring enforcement actions on behalf of various State agencies against individuals and entities that have caused harm to the State or its citizens. These Sections' diverse investigations and litigations include matters involving, for example, antitrust, charities fraud, civil firearms enforcement, civil rights, consumer protection, data breaches, financial fraud, fraud on the government, labor enforcement and worker protection, professional licensee discipline, redlining, securities fraud, and social media and technology platform accountability.

DUTIES: Under the supervision of the Assistant Attorney General/Deputy Director in charge of the Affirmative Civil Enforcement Practice Group in Newark and/or the Director of the Division of Law, the Assistant Attorney General will oversee and supervise the work of assigned Sections within the Practice Group; will oversee representation of client agencies; will oversee all aspects of litigation within the Sections, including screening of matters, pre-litigation investigation, pleadings, discovery, motion practice, settlement negotiation, mediation, trial work, appellate briefings, and multistate efforts; will participate in evaluations of Section Chiefs and Assistant Section Chiefs; and will perform other duties as assigned.

REQUIREMENTS

EDUCATION: Graduation from an accredited law school with a Juris Doctor. Admission to practice as an Attorney at Law in the State of New Jersey is required.

EXPERIENCE: Four (4) years of professional legal experience as an attorney at law of the State of New Jersey in the area of the specialty or, three (3) years of professional legal experience as an attorney for State or Federal administrative agencies, which shall have involved a significant amount of the specialized legal work, or, two (2) years of unique specialized legal experience.

LICENSE: Appointee 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 the essential duties of the position.

PREFERENCE: Preference will be given to candidates with at least six (6) years of professional legal experience as an attorney at law of the State of New Jersey in one or more of the substantive areas of practice (combined) within the Sections of the Affirmative Civil Enforcement Practice Group described above; with two (2) years of supervisory experience in administrative, Superior Court, or Federal Court litigation matters; with substantial, demonstrated experience in consumer protection, charities fraud, civil firearms enforcement, data breach, financial fraud, False Claims Act, and/or social media and technology platform accountability litigation.

RESUME NOTE: Eligibility determinations will be based upon information presented in resume only. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so will result in your ineligibility.

All offers of employment are conditional subject to the applicant agreeing to and then passing a background check that may include fingerprinting.

If qualified, applicants must complete a Division of Law attorney application for employment, found at www.njoag.gov/about/divisions-and-offices/division-of-law-home/hiring/. While completing the application you will be instructed to upload supporting documents including but not limited to: a resume, cover letter indicating interest in vacancy #23-16, a copy of your Certificate of Good Standing with the Supreme Court of New Jersey, a legal writing sample (unedited by others), a copy of your unofficial law school transcripts (self-prepared transcripts are not accepted), and an Affirmative Action form. All items must be submitted together, in one package, on or before the closing date of January 26, 2023.

Current Division of Law employees need only submit a resume and cover letter to:

DOL.Applicant@law.njoag.gov

Current DOL employees must indicate #23-16 – Assistant Attorney General, ACEPG Section in the subject line.

The "New Jersey First Act," N.J.S.A. 52:14-7 (L. 2011, Chapter 70), requires new public employees to reside in the State of New Jersey within one (1) year of employment. The Department of Law and Public Safety is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply.

