



State of New Jersey

PHILIP D. MURPHY
Governor

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

May 2, 2024
NOTICE OF JOB VACANCY
#24-199

This is a repost of vacancy announcement #23-573; previous applicants need not reapply.

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

TITLE: Research Analyst 2
SALARY: \$60,062.18 to \$85,033.04
LOCATION: [Division of Gaming Enforcement](#)
Records & ID Bureau
140 East Front Street
Trenton, NJ 08625

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under direction of a supervisory official in a state department or agency, performs more difficult and/or independent legislative and legal research in connection with department or agency programs; prepares reports, summaries, and recommendations on the impact/scope of Federal and State legislation or regulations; provides technical support to enforcing activities; does other related duties as required. Please see job specification for additional information at: <https://info.csc.state.nj.us/jobspec/03173.htm>.

REQUIREMENTS

NOTE: Applicants must meet one of the following or a combination of both experience and education. Thirty (30) semester-hour credits are equal to one (1) year of relevant experience.

Six (6) years of professional experience in legal or legislative research, which shall have included the preparation of basic and technical reports.

OR

Possession of a bachelor's degree from an accredited college or university; and two (2) years of the above-mentioned professional experience.

OR

Possession of a master's degree in Public Administration, Political Science, Government, or other relevant area from an accredited college or university; and one (1) year of the above-mentioned professional experience.

OR

Possession of a Juris Doctor degree or bachelor of laws degree from an accredited law school.

NOTE: "Professional experience" refers to work that is creative, analytical, evaluative, and interpretive; requires a range and depth of specialized knowledge of the profession's principles, concepts, theories, and practices; and is performed with the authority to act according to one's own judgment and make accurate and informed decisions.

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.

SAME APPLICANTS: If you are applying under the NJ CSC "SAME" program, your Schedule A or B letter must be submitted along with your resume and any other required supporting documents indicated on the announcement by the closing date indicated below. For more information on the SAME Program email: SAME@csc.nj.gov, or call CSC at (609) 292-4144, option 3.

RESUME NOTE: Eligibility determinations for experience and education will be based upon the resume and unofficial transcripts submitted at the time of application. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide a CSC approved evaluation indicating the U.S. equivalency, with a course-by-course breakdown, prior to the closing date (see [CSC foreign degree information](#)). Failure to do so may result in disqualification of your education towards eligibility.

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

HOW TO APPLY: If qualified, a cover letter indicating interest in job vacancy announcement #24-199, a current resume and a copy of your final unofficial transcripts and/or foreign degree evaluation, (if applicable) must be received before 5:00 pm on the closing date of **May 16, 2024**. Please submit resume and cover letter via email to the Recruitment Coordinator at jobs@njdge.org.

RESUMES RECEIVED AFTER 5:00 PM ON THE CLOSING DATE WILL NOT BE CONSIDERED.

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.



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