



State of New Jersey

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
PO BOX 081
TRENTON, NJ 08625-0081

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

MATTHEW J. PLATKIN
Attorney General

WILLIAM H. CRANFORD
Chief Administrative Officer

February 21, 2023 NOTICE OF JOB VACANCY #23-106

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

TITLE: Deputy Attorney General 1
(Bureau Chief)

SALARY: \$116,045.41 to \$162,458.13

LOCATION: Office of Public Integrity and Accountability
Integrity Bureau
Trenton, NJ **OR** Cedar Knolls, NJ **OR** Cherry Hill, NJ
Statewide travel between offices required for work responsibilities.

NUMBER OF POSITIONS AVAILABLE: One (1) - Location preference required.

DUTIES: Under administrative direction of the Executive Director of the Office of Public Integrity and Accountability (OPIA), the Director of the Integrity Bureau, and other supervisory officials within OPIA, assists in the supervision of the Bureau, both litigation and administrative; oversight of investigations and the prosecution of cases handled by the Bureau; reviews and approves legal applications and pleadings; interprets and enforces laws, regulations and other official instrumentalities; coordinates legal activities with federal and local jurisdictions and with other State entities; conducts attorney case reviews and evaluations. This position may also require non-traditional work hours, on an as needed basis, including evenings and weekends on short deadlines for certain assignments, with or without advance notice, and may require travel to perform the aforementioned responsibilities; performs other related work as required.

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: Five (5) years of experience as a practicing attorney, two (2) years of which shall have been in a supervisory capacity.

LICENSE: Appointee will be required to possess a driver's license valid in New Jersey.

PREFERENCE: Preference will be given to candidates with supervisory leadership experience and extensive litigation experience.

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 its U.S. equivalency prior to the closing date. Failure to do so will result in your ineligibility.

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 above. For more information on the SAME Program visit the CSC website at: <https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov, or call CSC at (833) 691-0404.

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

If qualified, please send a cover letter indicating interest in job vacancy announcement #23-106 with desired location preference, a current resume, a writing sample (unedited by others), and a completed Division of Criminal Justice Application for Employment, found at: <https://www.nj.gov/oag/dcj/pdfs/DCJ--Employment-Application-v03.27.18.pdf>, on or before the closing date of March 21, 2023. **Current Division of Criminal Justice employees need only send a resume and cover letter. Required documents must be sent to:**

Recruitment Coordinator
LPS.Humanresources@njoag.gov

-OR-

Recruitment Coordinator
Division of Administration
P.O. Box 081
Trenton, NJ 08625-0081

Applicants who submit directly to the Division of Criminal Justice 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.

