



## State of New Jersey

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

PHILIP D. MURPHY  
Governor

TAHESHA L. WAY  
Lt. Governor

MATTHEW J. PLATKIN  
Attorney General

ERIN ZIPPEL  
Chief Administrative Officer

January 17, 2024  
**NOTICE OF JOB VACANCY**  
**#24-012**

Opportunities currently exists in the classified service with the Department of Law and Public Safety, Division of Consumer Affairs, for applicants who meet the requirements specified below:

**TITLE:** Investigator 3, Law and Public Safety

**SALARY:** \$65,748.43 to \$93,268.09

**LOCATION:** [Division of Consumer Affairs](#)  
Bureau of Securities  
153 Halsey Street  
Newark, NJ 07102

**NUMBER OF POSITIONS AVAILABLE:** Four (4)

**DUTIES:** Under general supervision of a Supervising Investigator or other supervisory official in the Division of Consumer Affairs, Bureau of Securities, will appropriately plan for investigations, objectively document all aspects of investigations, including interviews/depositions and analysis of detailed financial records, report the results of all investigations in an objective factual manner with appropriate recommendations, provide critical support to Division of Law in preparing cases for legal action, constantly alert for violations of the Uniform Securities Law. Investigator 3 will advise supervisor of status of investigations every two (2) weeks, write investigative report, complete case status updates as required, needed, or requested in a timely and accurate manner, request the issuance of investigative subpoenas or access requests where necessary. Performance of other related duties as assigned or required.

### **REQUIREMENTS**

**EDUCATION:** Graduation from an accredited college with a Bachelor's Degree.

**EXPERIENCE:** Three (3) years of experience in the conduct of civil or criminal investigations related to compliance, enforcement, detection, and surveillance activity, including the preparation of investigative reports; **OR** three (3) years of experience in the conduct of investigative administrative audits and/or regulatory examinations of records maintained by businesses and organizations; **OR** three (3) years of experience in the conduct of investigations for the government, the military, consumer protection programs, public advocacy organizations, or the public interest.

Applicants who do not possess the required education may substitute experience as indicated on a year-for-year basis.

Completion of a supervised internship field placement of 300 hours in an undergraduate curriculum in Criminal Justice or a related degree program may be substituted for one (1) year of the non-supervisory experience. *A copy of your transcript indicating completion of the internship as part of your undergraduate degree program in Criminal Justice or a related field must be provided in order to meet this substitution requirement. Failure to do so may result in disqualification.*

A Juris Doctorate degree or a Master's Degree in Criminal Justice, Public Administration, Business Administration, or other related field may be substituted for one (1) year of the indicated experience.

**PREFERENCE:** Preference will be given to applicant with JD degree or experience as broker dealer or at a financial institution.

**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 required 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. You are also required to apply via the NJ CSC SAME website. 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](mailto:SAME@csc.nj.gov), or call CSC at (609) 292-4144, option 3.

**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 may 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.

**HOW TO APPLY:** If qualified, please send a cover letter indicating interest in job vacancy announcement #24-012 and a current resume to the Recruitment Coordinator at [Recruit@dca.njoag.gov](mailto:Recruit@dca.njoag.gov).

**This announcement will remain open until the vacancies are filled.**

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.

