



## State of New Jersey

PHILIP D. MURPHY  
Governor

TAHESHA L. WAY  
Lt. Governor

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

MATTHEW J. PLATKIN  
Attorney General

ERIN ZIPPEL  
Chief Administrative Officer

July 2, 2024

### NOTICE OF JOB VACANCY #24-278

**This is a repost of vacancy announcement #24-052; 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 listed below:

**TITLE:** State Investigator Trainee, Law and Public Safety  
**SALARY:** \$52,513.10  
**LOCATION:** [Division of Gaming Enforcement](#)  
Regulatory Enforcement Bureau - Forensic Audit Unit  
1300 Atlantic Avenue  
Atlantic City, NJ 08401

**NUMBER OF POSITIONS AVAILABLE:** One (1)

**DUTIES:** Under immediate supervision of an Administrator of Investigations or other supervising investigator in the Division of Gaming Enforcement, Department of Law & Public Safety, as a trainee and productive worker assists in performing specific field and office work relative to financial, compliance, and enforcement functions; or, violations of civil/criminal State statutes regarding same; participates in extensive field and office training on the operations, procedures, and policies of the Division of Gaming Enforcement; investigations may include the review of casino accounting internal controls for compliance with New Jersey regulations; does other related duties as required.

#### **REQUIREMENTS**

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree. *Applicants must submit a copy of your final unofficial transcripts, which indicates the date your degree was conferred and the type of degree awarded. Failure to submit final unofficial transcripts with your resume will result in disqualification from consideration. Matriculating students cannot be considered.*

**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.

**ADVANCEMENT:** Appointees who successfully complete the 12-month training period will be eligible for advancement to the following title under Civil Service Commission procedures: State Investigator 1, Law and Public Safety. *The inability of an employee in a trainee title to attain a level of performance warranting advancement shall be considered as cause for separation.*

**PREFERENCE:** Preference will be given to candidates with a minimum of twelve (12) credits in Accounting.

**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](mailto: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 #24-278 a copy of your final unofficial transcripts, and current resume must be received before 5:00 PM on the closing date of **August 2, 2024**. Please submit resume, transcripts, and cover letter via email to the Recruitment Coordinator at [jobs@njdge.org](mailto: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.

