



## State of New Jersey

PHILIP D. MURPHY  
Governor

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

MATTHEW J. PLATKIN  
Attorney General

TAHESHA L. WAY  
Lt. Governor

ERIN ZIPPEL  
Chief Administrative Officer

### October 16, 2024 NOTICE OF JOB VACANCY #24-408

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

**TITLE:** Assistant Attorney General  
(Director of Fatal Police Encounters)

**SALARY:** \$187,450.00

**LOCATION:** [Office of Public Integrity & Accountability](#)  
Integrity Bureau  
Cedar Knolls, Trenton **OR** Cherry Hill, NJ  
(*Statewide travel required for work responsibilities.*)

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

**DUTIES:** Under the direction of the Executive Director, Office of Public Integrity and Accountability (OPIA), or other supervisory official with the Department of Law and Public Safety, manages all aspects of the Integrity Bureau – Fatal Police Encounters, both legal and administrative. Supervises the investigations and prosecutions of the Unit statewide, reviews and approves legal applications and pleadings; interprets and enforces laws, regulations and other official instrumentalities; and coordinates legal activities with federal, state, and local jurisdictions or entities. Supervises the work of attorneys, detectives, and clerical staff; conducts attorney case reviews and evaluations; and maintains vast administrative responsibilities. Provides legal advice and guidance on complex criminal-justice matters with statewide significance, and works on special projects or initiatives as required. 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.

### **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.

**PREFERENCE:** Preference will be given to candidates with experience in criminal prosecutions and investigations; past supervisory experience over legal and investigative staff; demonstrated ability to multi-task and work effectively with a broad cross-section of stakeholders; and excellent written and oral advocacy skills.

**SAME APPLICANTS:** If you are applying under the NJ "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 please visit <https://nj.gov/csc/same/overview/index.shtml>, email: [CSC-SAME@csc.nj.gov](mailto:CSC-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, employment application, including required supporting documents (JD transcripts). 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, please submit a cover letter indicating interest in job vacancy announcement #24-408 with location preference, copy of unofficial law school transcripts, a current resume, and a completed Division of Criminal Justice Application for Employment found at: [www.njoag.gov/dcjapply/](http://www.njoag.gov/dcjapply/) to the Recruitment Coordinator via email at [jobs@njoag.gov](mailto:jobs@njoag.gov) on or before the closing date of **November 16, 2024**. *Current Division of Criminal Justice employees need only send a resume and cover letter.*

**Applications submitted 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.

