



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

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Attorney General

TAHESHA L. WAY
Lt. Governor

ERIN ZIPPEL
Chief Administrative Officer

June 12, 2024

NOTICE OF JOB VACANCY #24-200

Opportunities currently exist in the unclassified service with the Department of Law & Public Safety, Division of Criminal Justice, for applicants who meet the requirements specified below:

TITLE: Deputy Attorney General 2
(Deputy Unit Chief)

SALARY: \$114,415.39 to \$163,799.20

LOCATION: [Division of Criminal Justice](#)
Human Trafficking Unit
Trenton, Cherry Hill, Whippany or Atlantic City, NJ
(*Statewide travel between offices required for work responsibilities*)

NUMBER OF POSITIONS AVAILABLE: Two (2) – Location preference required.

DUTIES: Under administrative direction of the Bureau Chief, Deputy Director, or Director, is responsible for all aspects of investigating and prosecuting cases, including but not limited to: participation in the planning, development, and organization of work programs involved in the detection and prosecution of human trafficking; interpreting and enforcement of laws and regulations; as the Attorney General's representative, participates in legal and related activities involving federal and local jurisdictions and other State entities; engages in discussions and negotiation with other State and federal agencies; drafts memorandums of law; handles all aspects of case litigation, including but not limited to case assessment, research, discovery coordination, grand jury presentations, court appearances, pre-trial preparation, trial practice, court filings (motions, briefs, sentencing documents), attorney correspondence and case management; serves on various task forces and working groups for the Division or Department; and works on special projects and initiatives. In addition to handling a priority case load, this DAG will provide oversight and supervision of human trafficking investigations and prosecutions; provides supervision to investigative staff handling human trafficking cases; conducts case reviews with staff; authors and/or reviews performance assessments of assigned staff; reviews search warrants, communication data warrants, wiretap warrants, communication information orders, prosecution memoranda, plea memoranda, and cooperation agreements; oversees trial preparation for human trafficking cases within the Department; coordinates and oversees Division and/or Department initiatives and trainings; maintains effective communication with the Bureau Chief and Division leadership; performs other related work as required. This position may also require travel between office locations and non-traditional work hours, on an as needed basis, including evenings 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 experience as a practicing attorney, one (1) year 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 experience in criminal prosecution, specifically a minimum of 4 years of litigation experience, including extensive trial experience; experience interacting and advocating for victims of violent crimes; demonstrated ability to coordinate investigations with law enforcement; ability to apply for legal instrumentalities furthering investigative objectives; supervisory experience; and must possess excellent written and oral communication skills.

RESUME NOTE: Eligibility determinations are based upon the information presented in the application and resume. 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 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 below. For more information on the SAME Program please email: SAME@csc.nj.gov, or call CSC at (609) 292-4144, option 3.

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 #24-200 with location preference, a current resume, and a completed Division of Criminal Justice Application for Employment found at: www.njoag.gov/dcjatty to the Recruitment Coordinator via email at jobs@njoag.gov on or before the closing date of **July 12, 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.

