



State of New Jersey

PHILIP D. MURPHY
Governor

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

MATTHEW J. PLATKIN
Attorney General

SHEILA Y. OLIVER
Lt. Governor

WILLIAM H. CRANFORD
Chief Administrative Officer

January 1, 2023 NOTICE OF JOB VACANCY #23-66

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

<u>TITLE:</u>	Deputy Attorney General 4	<u>OR</u>	Deputy Attorney General 3
<u>SALARY:</u>	\$87,578.62 to \$124,980.46		\$100,682.82 to \$143,971.92
<u>LOCATION:</u>	Division of Criminal Justice Specialized Crimes Bureau Trenton, Whippany OR Cherry Hill, NJ <i>Statewide travel required for work responsibilities.</i>		

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

DUTIES: Under the direction of a Bureau Chief, Deputy Bureau Chief, Deputy Director, Director or other supervisory official in the Division of Criminal Justice (“the Division”), Department of Law and Public Safety (“LPS”), conducts work in the Specialized Crimes Bureau (the “Bureau”), which investigates and prosecutes crimes in a wide variety of areas including: Bias Crimes, Environmental Crimes, Casino Prosecutions, Labor Fraud Prosecutions and crimes involving the Motor Vehicle Commission. The Bureau oversees the operation of the Atlantic City Violent Crime Task Force, a multi-agency, collaborative effort to combat violent crime and major narcotics trafficking in the Atlantic City area. Attorneys assigned to the Bureau will handle prosecutions related to these areas, as well as auto theft crimes investigated by the New Jersey State Police Auto Theft Task Force. This Deputy Attorney General will interpret and enforce laws and regulations; participates in legal and related activities involving federal and local jurisdictions and other State entities; drafts memoranda 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 LPS; works on special projects and initiatives; and performs other related work as needed.

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:

DEPUTY ATTORNEY GENERAL 4: Two (2) years of experience as a practicing attorney.

DEPUTY ATTORNEY GENERAL 3: Three (3) years of experience as a practicing attorney.

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

SPECIAL NOTE: Current Department employees appointed to a Deputy Attorney General 4 or Deputy Attorney General 3 title must be willing to accept a lateral transfer, if selected.

SALARY NOTE: For newly hired individuals, the starting salary and title will be determined by the Department commensurate with experience. Salary offers and titles are non-negotiable and will fall within the range posted.

PREFERENCE: Preference will be given to candidates who possess at least five (5) years’ criminal litigation experience, including both jury and bench trials, as well as demonstrated experience investigating and prosecuting bias crimes, environmental crimes, unemployment and disability fraud, motor vehicle crimes, violent crimes, narcotics offenses, and/or auto theft cases.

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 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.

If qualified, please send a cover letter indicating interest in job vacancy announcement #23-66 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>. 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

**Applications submitted directly to the Division of Criminal Justice will not be considered.
This announcement will remain open until all vacancies have been 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.

