



## State of New Jersey

DEPARTMENT OF BANKING AND INSURANCE  
OFFICE OF HUMAN RESOURCES

PHIL MURPHY  
Governor

MARLENE CARIDE  
Commissioner

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SHEILA OLIVER  
Lt. Governor

# NOTICE OF VACANCY

## STATE-WIDE – OPEN TO THE PUBLIC

<b>POSTING NO.:</b>	BIA-2023-025	<b>OPENING DATE:</b>	February 27, 2023
<b>TITLE:</b>	Certified Financial Examiner	<b>CLOSING DATE:</b>	March 31, 2023
<b>DIVISION:</b>	Insurance	<b>LOCATION:</b>	Trenton, NJ
<b>UNIT:</b>	Office Solvency Regulation	<b>RANGE:</b>	P98
<b>SALARY:</b>	Commensurate with education and experience		
<b>OPEN TO:</b>	Candidates who meet the requirements specified below, subject to current promotional and hiring restrictions.		

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### REQUIREMENTS

Under the general supervision of a supervisory official in the Department of Banking and Insurance, the appointee must possess the Certified Financial Examiner (CFE) designation from the Society of Financial Examiners and be able to independently perform more complex tasks and take the lead and/or oversee insurance examiners conducting examinations of domestic insurers in accordance with the National Association of Insurance Commissioners (NAIC) and Financial Condition Examiners Handbook. Appointee will perform other related duties as required.

**EDUCATION:** Graduation from an accredited college with a bachelor's degree including or supplemented by twenty-one (21) semester hour credits in some combination of accounting, statistics, finance, economics, banking, or insurance.

**EXPERIENCE:** Five (5) years of experience in work involving accounting and auditing of the accounts and records or Electronic Data Processing systems of banks, consumer finance entities, or insurance companies, one (1) year of which must have been in a supervisory capacity, including having responsibility for serving as an examiner-in-charge of an examination.

**LICENSES, CERTIFICATIONS OR REGISTRATIONS:** Appointees must possess a Certified Financial Examiner designation by the Society of Financial Examiners.

**LICENSE:** Appointees 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.

**RESIDENCY REQUIREMENTS:** In accordance with the New Jersey First Act, [N.J.S.A. 52:14-7 \(L. 2011, Chapter 70\)](#), effective September 1, 2011, newly hired State government employees must reside in the State of New Jersey, unless exempted under the law. If you do not reside in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey. Employees who fail to meet the residency requirements are subject to removal from employment.

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Interested applicants should submit a *letter of interest and resume*. All documents should be submitted in format by March 31, 2023, to: [human.resources@dobi.nj.gov](mailto:human.resources@dobi.nj.gov). Please include Posting BIA-2023-025 in the subject line of your email. Please include three (3) professional references of your current or former supervisors or managers-

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**please only provide references for those to whom you have reported in the workplace and those who have supervised or managed your work. Please provide your references' names, job titles and current contact information, including email addresses. Thank you.**

***NOTE:*** *Foreign transcripts must be evaluated by a recognized evaluation service at your expense. Submit a copy of the evaluation with each application that requires a college degree or credits. For additional information, please refer to the Civil Service Commission website at: <http://www.state.nj.us/csc/seekers/about/steps/step2.html>*

**The New Jersey Department of Banking and Insurance provides reasonable accommodations to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and/or hiring process, please notify the Department's ADA Coordinator, Lisa Clapp, at [lisa.clapp@dobi.nj.gov](mailto:lisa.clapp@dobi.nj.gov) or (609) 940-7337. Determinations on requests for reasonable accommodations will be made on a case-by-case basis**