



State of New Jersey  
DEPARTMENT OF COMMUNITY AFFAIRS

**JOB POSTING**

**UNCLASSIFIED APPOINTMENT**

**(UNCLASSIFIED APPOINTMENT NOT TO EXCEED SEPTEMBER 30, 2017)**

<b>POSTING NUMBER:</b>	HR-0128	<b>ISSUE DATE:</b>	December 12, 2014
<b>TITLE:</b>	Regulatory Officer 1	<b>CLOSING DATE:</b>	December 26, 2014
<b>DIVISION / UNIT:</b>	Sandy Recovery Division/Appeals Unit	<b>SALARY RANGE:</b>	M34: \$79,246.26 - \$110,956.98
<b>LOCATION:</b>	101 South Broad Street Trenton, New Jersey	<b>DISTRIBUTION:</b>	STATEWIDE
<b>POSITIONS:</b>	1		

**DESCRIPTION OF MAJOR DUTIES:**

Under direction of the Sandy Recovery Division's Assistant Division Director for Legal Affairs, candidate manages appeals associated with the Division's various programs. Candidate advises management on complex regulatory matters, formal and informal, quasi-judicial in nature, including matters related directly to the administrative procedural and policy matters considered by the agency; appears before the Office of Administrative Law and does related work as required.

**REQUIREMENTS:**

**EDUCATION:**

Graduation from an accredited law school with a Juris Doctor (J.D.) Degree.

**EXPERIENCE:**

Five (5) years of experience in conducting legal research, analyzing and evaluating legal documents, rules, regulations, and/or legislation, or the review and analysis of regulatory matters in a government agency; or five (5) years of experience as an attorney, three (3) of which must have been in conducting legal research, analyzing and evaluating legal documents, rules, regulations, and/or legislation, or the review and analysis of regulatory matters in a government agency.

**LICENSE:**

Appointee must be eligible to practice as an Attorney-At-Law in the State of New Jersey. Appointees must possess a current Certificate of Good Standing issued by the New Jersey Board of Bar Examiners, or other license to practice law issued by any State in the United States.

Appointee will be required to possess a valid driver's license only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

**Please submit a resume and any required documents (licenses, certification and or transcripts) along with a letter of interest, including a phone number, by the closing date to:**

Office of Human Resources  
New Jersey Department of Community Affairs  
HR#0128  
101 South Broad Street  
PO Box 800  
Trenton, New Jersey 08625  
Resumes may be emailed to: [resume1@dca.state.nj.us](mailto:resume1@dca.state.nj.us)

**NOTE:** Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," all new public employees are required to obtain principal residence in the State of New Jersey within one (1) year of employment.

*The New Jersey Department of Community Affairs is an Equal Opportunity Employer*