



CHRIS CHRISTIE  
Governor

*State of New Jersey*  
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Administrator

**September 15, 2015**  
**NOTICE OF JOB VACANCY**  
**#15-144-LI**

An opportunity currently exists in the unclassified service within the Department of Law and Public Safety, Division of Gaming Enforcement, for interested applicants who meet the minimum job requirements specified below:

**TITLE:** Administrative Analyst 2, Data Processing

**SALARY:** \$64,677.09 - \$92,011.89 (P26)

**LOCATION:** Division of Gaming Enforcement  
1300 Atlantic Avenue  
Atlantic City, NJ 08401

**NUMBER OF POSITIONS AVAILABLE:** One (1)

**DUTIES:** Under direction of a supervisory official in the Technical Services Bureau, evaluates access controls governing Internet gaming systems, including assessment of high level accounts that can be used to bypass application controls to manage data. Evaluates operational control designed systems and infrastructure from internal and external risks. Evaluates risk assessment, incident prevention, regulatory compliance, security maintenance, access control and general operations assessment of information access, security and data privacy controls.

**REQUIREMENTS:**

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree

**NOTE:** A Bachelor's degree in Computer Science or Computer Engineering is preferred.

**NOTE:** Twelve (12) credits in IT/Computer Science is also preferred.

**NOTE:** Applicants who do not possess the required education may substitute additional experience as indicated below on a year-for-year basis.

**EXPERIENCE:** Three (3) years of experience in work involving the review, analysis, and evaluation of organization and administrative practices to determine the need for revision or implementation of data processing systems in a large business or government agency.

**NOTE:** Experience in computer security, data encryption techniques, IT auditing and advanced level spreadsheet commands is preferred.

**NOTE:** A Master's degree in Public Administration, Business Administration, Economics, Finance or Accounting may be substituted for one (1) year of indicated experience.

**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.

**TO APPLY:** Send resume, copy of college transcript(s), and letter of interest indicating the job vacancy number before the closing date of September 30, 2015 to:

Robert Peterman, HR Manager  
Re: #15-144-LI  
Division of Gaming Enforcement  
140 East Front Street  
P.O. Box 047  
Trenton, NJ 08625-0047  
Email: [jobs@njdge.org](mailto:jobs@njdge.org)

**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.