



State of New Jersey

PHILIP D. MURPHY
Governor

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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Acting Administrator

March 26, 2020
NOTICE OF JOB VACANCY
#20-137

An opportunity currently exists in the unclassified service with the Department of Law & Public Safety, Division of Law, for applicants who meet the requirements specified below:

TITLE: Deputy Attorney General 1
(Section Chief)

SALARY: \$105,495.83 to \$147,689.19

LOCATION: Division of Law
Affirmative Civil Enforcement Practice Group
Affirmative Civil Rights & Labor Enforcement Section
Newark, NJ

NUMBER OF POSITIONS AVAILABLE: One (1)

The Section Chief of the Affirmative Civil Rights & Labor Enforcement Section will be responsible for the management of the Section and will oversee and supervise affirmative cases involving civil rights and labor enforcement matters in the Division and/or Department. In consultation with Division leadership, the Section Chief will also identify litigation priorities, develop legal strategies, and oversee the execution of the Section's mission and vision. This position will also be responsible for the day-to-day supervision of the Section's operations, support staff and legal staff, who will focus on investigating and litigating systemic violations of the rights of protected classes and of workers under state and federal laws. The Section Chief will participate in evaluations of assigned Deputy Attorneys General and will perform other related duties as assigned.

DUTIES: The Section Chief of the Affirmative Civil Rights & Labor Enforcement Section will serve in the Civil Service title Deputy Attorney General 1; the Civil Service definition of the position and associated duties can be found in the job specification on file with the Civil Service Commission at: <https://info.csc.state.nj.us/jobspec/30468.htm>.

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: Five (5) years of experience as a practicing attorney, two (2) years of which shall have been in a supervisory capacity.

LICENSE: Appointee 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.

PREFERENCE: Preference will be given to candidates with excellent writing skills.

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 the U.S. equivalency prior to the closing date. Failure to do so will result in your ineligibility.

If qualified, applicants must complete a Division of Law attorney application for employment, found at www.nj.gov/oag/dol-hiring. While completing the application you will be instructed to upload supporting documents including, but not limited to: a resume, cover letter indicating vacancy #20-137, copy of your Certificate of Good Standing with the Supreme Court of New Jersey, a legal writing sample (unedited by others), a copy of your unofficial law school transcripts (self-prepared transcripts are not acceptable), and an Affirmative Action form. All items indicated above must be submitted through the online application system on or before the closing date of April 26, 2020.

Current Division of Law employees need only send a resume and cover letter to DOL.Applicant@law.njoag.gov
DOL applicants submitting via email must include #20-137 Section Chief ACR&LE Newark in the subject-line.

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.

