



State of New Jersey

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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Governor

SHEILA Y. OLIVER
Lt. Governor

GURBIR S. GREWAL
Attorney General

WILLIAM H. CRANFORD
Acting Administrator

March 16, 2020
NOTICE OF JOB VACANCY
#20-138

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
Special Litigation Section
Newark, NJ

NUMBER OF POSITIONS AVAILABLE: One (1)

The Special Litigation Section of the Division of Law challenges actions taken by the Federal Government in derogation of the rights of New Jersey residents. The Section pursues a range of legal strategies, including affirmative litigation in federal and state court, as well as regulatory comments and formal letters to the Federal Government; will perform other related duties as required.

DUTIES: The Section Chief will serve in the Civil Service title of 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 prior experience with proceedings involving the Administrative Procedure Act, and who have 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 #20-138, 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 16, 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 #20-138 Section Chief Special Litigation Section 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.

