



State of New Jersey

PHILIP D. MURPHY
Governor

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
PO BOX 081
TRENTON, NJ 08625-0081

GURBIR S. GREWAL
Attorney General

SHEILA Y. OLIVER
Lt. Governor

WILLIAM H. CRANFORD
Chief Administrative Officer

September 14, 2020 NOTICE OF JOB VACANCY #20-213

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

TITLE: Deputy State Solicitor
(Civil Service Title: Assistant Attorney General)

SALARY: \$115,000 to \$135,000

LOCATION: Office of the Attorney General
Richard J. Hughes Justice Complex
25 Market Street, 8th Floor
Trenton, NJ 08625

NUMBER OF POSITIONS AVAILABLE: One (1)

In July 2020, the New Jersey Attorney General created the position of State Solicitor within the Department of Law and Public Safety (LPS), Office of the Attorney General (OAG). The State Solicitor coordinates the Attorney General's involvement in matters before the U.S. Supreme Court, federal courts of appeals, and the New Jersey Supreme Court, and works with LPS divisions in cases involving significant constitutional and appellate issues.

The Deputy State Solicitor will be responsible for working with the State Solicitor and with LPS division leadership to develop strategy; supervise briefing and argument of selected appeals and dispositive motions; deliver oral argument; and assist in the drafting and review of amicus briefs. The Deputy State Solicitor will have both significant advocacy and managerial roles, and will be responsible for overseeing multiple appeals in a dynamic and fast-paced environment. Importantly, the Deputy State Solicitor will also be responsible for working with the State Solicitor to establish a strategic vision for the team and instituting processes to implement that vision.

The Deputy State Solicitor reports to the Attorney General and First Assistant Attorney General through the State Solicitor, and will work with other members of the OAG executive leadership team and LPS division leadership. The Deputy State Solicitor can also expect to work closely with the senior leadership of other executive branch agencies, as well as the Office of the Governor, on sensitive appeals and dispositive motions.

DUTIES: The Deputy State Solicitor will serve in the Civil Service title: Assistant Attorney General; the Civil Service definition of the position and duties can be found in the job specification on file with the Civil Service Commission at: <https://info.csc.state.nj.us/jobspec/30378.htm>.

REQUIREMENTS

EDUCATION: Graduation from an accredited law school with a Juris Doctor.

EXPERIENCE: Four (4) years of professional legal experience as an attorney at law of the State of New Jersey in the area of the specialty or, three (3) years of professional legal experience as an attorney for State or Federal administrative agencies, which shall have involved a significant amount of the specialized legal work, or, two (2) years of unique specialized legal experience.

PREFERENCE: Preference may be given to candidates with experience working in a civil or criminal appellate practice, who previously served as a law clerk for a federal court of appeals or state supreme court, or who have experience litigating before the U.S. Supreme Court.

LICENSE: Admission to practice as an Attorney at Law in the State of New Jersey is required.

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 essential duties of the position.

SPECIAL NOTE: Applicants not barred in NJ at the time of application must be able to provide evidence of NJ bar admission at the time of job offer as a condition of employment.

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 may result in your ineligibility

If qualified, please send a cover letter indicating interest in job vacancy #20-213 and a current resume on or before the closing date of October 14, 2020:

Recruitment Coordinator
LPS.Humanresources@njoag.gov

-OR-

Recruitment Coordinator
Division of Administration
P.O. Box 081
Trenton, NJ 08625-0081

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.

