



State of New Jersey

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

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

GURBIR S. GREWAL
Attorney General

WILLIAM H. CRANFORD
Chief Administrative Officer

May 14, 2021

NOTICE OF JOB VACANCY #21-07

An opportunity currently exists in the unclassified service with the Department of Law and Public Safety, Victims of Crime Compensation Office, for applicants who meet the requirements specified below:

TITLE: Investigator, Victims of Crime Compensation Agency
(Deputy Director, Victims of Crime Compensation Office)

SALARY: \$120,000.00

LOCATION: Victims of Crime Compensation Office
50 Park Place
Newark, NJ 07102

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under the supervision of the Director, Victims of Crime Compensation Office (VCCO), will assist in overseeing all aspects of VCCO operations including budget management, internal controls and federal grant reporting; oversee VCCO's claim investigations to ensure full compliance with State and federal statutes, regulations and mandates; manage VCCO's appeals Unit; serve as the Ethics liaison officer, OPRA officer; provide State-wide VCCO training and community outreach; does related work as required.

REQUIREMENTS

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

EXPERIENCE: Five (5) years of experience in program management, two (2) years of which shall have been in a supervisory capacity.

NOTE: A Master's Degree in Criminal Justice, Public Administration, Business Administration, Social Work, or a related field may be substituted for one year of the indicated non-managerial/supervisory experience.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

PREFERENCE: Preference will be given to candidates who meet the above requirements and have victim services experience.

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 announcement #21-07 and a copy of your current resume on or before the closing date of May 28, 2021 to:

Recruitment Coordinator:
LPS.Humanresources@njoag.gov

-OR-

Recruitment Coordinator
Division Of Administration
Human Resource Management
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.

