



State of New Jersey

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

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

GURBIR S. GREWAL
Attorney General

WILLIAM H. CRANFORD
Chief Administrative Officer

June 25, 2021

NOTICE OF JOB VACANCY #21-199

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 2
(Assistant Section Chief)

SALARY: \$79,247.71 to \$114,890.41

LOCATION: Division of Law
Affirmative Civil Enforcement Practice Group
Affirmative Civil Rights and Labor Enforcement Section
124 Halsey Street
Newark, NJ 07101

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: The Affirmative Civil Rights & Labor Enforcement Section based in Newark spearheads the Office's affirmative litigation enforcing workplace protections and antidiscrimination laws on behalf the Department of Labor and Workforce Development and the Division on Civil Rights. Under the supervision of the Section Chief and Assistant Attorneys General within the Affirmative Civil Enforcement Practice Group, the Assistant Section Chief will focus on labor enforcement investigations and litigation, including employee misclassification, minimum wage, overtime, child labor, prevailing wages, and other actions. The Assistant Section Chief will oversee the Section's labor enforcement docket, including working with the Section Chief to plan and manage the supervision and operations of the Section, assigning matters and supervising Deputy Attorneys General in the Section, evaluating the performance of assigned Deputy Attorneys General, conducting case file reviews, coordinating with other Sections on worker protection matters, and performing other duties as required.

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: Four (4) years of experience as a practicing attorney, one (1) year 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.

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 interest in vacancy #21-199, a 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 must be submitted together, in one package, on or before the closing date of July 25, 2021.

Current Division of Law employees need only submit a resume and cover letter to:

DOL.Applicant@law.njoag.gov

Current DOL employees must indicate #21-199 - Assistant Section Chief, ACRL 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.

