



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

January 19, 2021 NOTICE OF JOB VACANCY #21-48

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

TITLE: Investigator 4, Law and Public Safety

SALARY: \$68,635.84 to \$97,643.83

LOCATION: Office of Public Integrity & Accountability
Corruption Bureau
25 Market Street
Trenton, NJ (Central)
(Statewide travel required for work responsibilities.)

Office of Public Integrity & Accountability
Corruption Bureau
5 Executive Campus, Suite 205
Cherry Hill, NJ (South)

OR

NUMBER OF POSITIONS AVAILABLE: One (1) vacancy. Location preference required.

The Office of Public Integrity and Accountability (OPIA) is dedicated to increasing public confidence in government by holding corrupt government officials and public servants accountable, reviewing claims of actual innocence by convicted individuals and fostering excellence in policing. OPIA is looking for an outstanding candidate for the Corruption Bureau.

DUTIES: Under the general direction of the Executive Director of OPIA, the Chief of Detectives of the Division of Criminal Justice, and the Deputy Chief of Detectives for OPIA, and other supervisory personnel, conducts in depth analysis of financial, regulatory and administrative audits and inspections; conducts in depth analysis of financial statements, files and other transactions to determine violations of rules, regulations and other statutes; investigates allegations for evidence of fraud or misconduct; ability to lead confidential and sensitive investigations of illegal activities or noncompliance with state statutes or administrative codes as it relates to violations of public trust; develops leads or information networks for investigative purposes; interviews witnesses; writes investigative reports; determines and recommends charges; gathers and analyzes evidence obtained for the detection and apprehension of offenders against the law; provides evidence as a witness, including in an expert capacity if appropriate; will be required to utilize various types of software, electronic and/or manual recording and information systems used by the agency, office or related units; performs other related duties as required.

REQUIREMENTS

EDUCATION: Graduation from an accredited college with a Bachelor's Degree.

EXPERIENCE: Four (4) years of experience in the conduct of civil or criminal investigations related to compliance, enforcement, detection, and surveillance activity, including the preparation of investigative reports; **OR** four (4) years of experience in the conduct of investigative administrative audits and/or regulatory examinations of records maintained by businesses and organizations; **OR** four (4) years of experience in the conduct of investigations for the government, the military, consumer protection programs, public advocacy organizations, or the public interest.

Applicants who do not possess the required education may substitute experience as indicated on a year-for-year basis.

Completion of a supervised internship field placement of 300 hours in an undergraduate curriculum in Criminal Justice or a related degree program may be substituted for one (1) year of the non-supervisory experience. *A copy of your transcript indicating completion of the internship as part of your undergraduate degree program must be provided in order to meet this substitution requirement. Failure to do so may result in disqualification.*

A Juris Doctorate degree or a Master's Degree in Criminal Justice, Public Administration, Business Administration, or other related field may be substituted for one (1) year of the indicated experience.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey.

PREFERENCE: Preference will be given to applicants with ten (10) or more years of financial audit or related experience; accounting and/or other related academic background; demonstrated knowledge and/or experience with public corruption; legal rights of individuals under investigations; surveillance methods and procedures; types of documents required for litigation and their preparation; procedures governing rules of evidence; investigative techniques, principles and practices utilized in investigations; data base software utilized during the course of an investigation; ability to read, interpret, and apply laws, rules and regulations; ability to identify and pursue potential investigative areas; excellent oral and written communication skills; ability to make decisions and determine what decisions should be referred to supervisors.

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 disqualification.

If qualified, please send a cover letter indicating interest in job vacancy announcement #21-48 with desired location preference, current resume and a copy of college transcripts (for internships substitutions only) on or before the closing date of February 2, 2021 to:

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.

