



State of New Jersey

PHILIP D. MURPHY
Governor

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

MATTHEW J. PLATKIN
Acting Attorney General

SHEILA Y. OLIVER
Lt. Governor

WILLIAM H. CRANFORD
Chief Administrative Officer

July 27, 2022 NOTICE OF JOB VACANCY #22-389

An opportunity currently exists in the unclassified service with the Department of Law and Public Safety, Division of Criminal Justice, for applicants who meet the requirements specified below:

TITLE: Assistant Attorney General
(Deputy Director)

SALARY: \$163,000.00

LOCATION: Division of Criminal Justice
Director's Complex
Richard J. Hughes Justice Complex
25 Market Street, Trenton, NJ
(*Statewide travel between offices required for work responsibilities*)

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under administrative direction of the Director of the Division of Criminal Justice (the "Division"), as well as the Attorney General, or other executive officers in the Division or Department of Law and Public Safety ("LPS"), the Deputy Director will have oversight over several litigation and enforcement units within the Division responsible for the investigation and prosecution of criminal offenses. The Deputy Director will supervise teams of investigators, analysts, and deputy attorneys general, in the investigation and prosecution of criminal conduct ranging from Specialized Crimes to other areas of complex, criminal activity. The Deputy Director, working with Division executive and investigative staff, will be responsible for the cultivation, improvement, and maintenance of strong working relationships with local, state, and federal law enforcement partners, relevant community stakeholders, the AOC, as well as other LPS Divisions and State agencies. The Deputy Director will represent the Division and/or Attorney General on various Supreme Court committees, councils, specialized committees, and advisory groups; will oversee taskforces and special initiatives/projects; and will perform other related tasks, 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 professional legal experience as an attorney at law of the State of New Jersey in the area of the specialty or, three 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 years of unique specialized legal experience.

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

PREFERENCE: Preference will be given to candidates with extensive trial and criminal prosecutorial and investigative experience in excess of eighteen (18) years; past supervisory experience over legal and investigative staff; the demonstrated ability to work effectively with a broad cross-section of stakeholders and partners; and substantial experience in managing and/or training prosecutors and law enforcement.

Appointees will be required to be compliant with all Executive Orders (EO), mandates, policies, and directives related to Covid-19, including testing and vaccinations, and including but not limited to EO 252 (Murphy), EO 283 (Murphy) and/or EO 290 (Murphy).

All offers of employment are conditional subject to the applicant agreeing to and then passing a background check that may include fingerprinting.

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 its U.S. equivalency prior to the closing date. Failure to do so will result in your ineligibility.

If qualified, please send a cover letter indicating interest in job vacancy announcement #22-389, a current resume, a writing sample (unedited by others), and a completed Division of Criminal Justice Application for Employment, found at: <https://www.nj.gov/oag/dcj/pdfs/DCJ--Employment-Application-v03.27.18.pdf>, on or before the closing date of August 10, 2022. Current Division of Criminal Justice employees need only send a resume and cover letter. Required documents must be sent to:

Recruitment Coordinator
LPS.Humanresources@njoag.gov

-OR-

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

Applications submitted directly to the Division of Criminal Justice will not be considered.

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.

