



State of New Jersey

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

PHILIP D. MURPHY
Governor

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Lt. Governor

MATTHEW J. PLATKIN
Acting Attorney General

WILLIAM H. CRANFORD
Chief Administrative Officer

August 1, 2022 NOTICE OF JOB VACANCY #22-421

This is a repost of vacancy announcement #22-276; previous applicants need not reapply.

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

TITLE: Auditor 3
SALARY: \$72,836.90 to \$103,620.41
LOCATION: Office of the Insurance Fraud Prosecutor
Medicaid Fraud Control Unit
25 Market Street, 4th Floor
Trenton, NJ 08625

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under direction of a supervisory official within the Office of the Insurance Fraud Prosecutor, independently performs duties of significant difficulty regarding False Claims Act litigation; conducts thorough, complex audits, conferences, and interviews, to determine compliance with regulations and accuracy legitimacy of financial transactions and/or eligibility for federal reimbursement; arranges for and participates in formal and informal conferences and/or hearings with staff, attorneys, and representatives of state, federal, local, public, or private agencies concerning audits performed; performs complex audits independently of revenues, payroll records, invoices, and other financial documentation, and ensures proper preparation of audit reports of cost and other financial summaries and statements; performs other related duties as required.

REQUIREMENTS

EDUCATION: Graduation from an accredited college with a Bachelor's degree, including or supplemented by twenty-one (21) semester hour credits hours in professional accounting courses which may include courses in municipal or government accounting. *A copy of your unofficial college transcript is required to verify possession of the required accounting credits.*

NOTE: Possession of a valid Certificate as a Certified Public Accountant issued by the New Jersey Board of Accountancy may be substituted for the Bachelor's degree in accounting.

NOTE: Applicants who have successfully completed the required twenty-one (21) semester hour credits in accounting, but who do not possess a Bachelor's degree, may substitute additional experience as indicated on a year-for-year basis (30 credit hours is considered equal to one (1) year of college). *An unofficial transcript is required to verify applicants meet this criterion.*

EXPERIENCE: Three (3) years of accounting or auditing experience.

LICENSE: Appointees 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.

PREFERENCE: Preference will be given to applicants who have experience in data analysis and analytic query or knowledge thereof.

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 and proof of the required twenty-one (21) semester hour credits in accounting. 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, please send a cover letter indicating interest in job vacancy announcement #22-421, current resume and a copy of college transcripts (to verify the required 21 credits in accounting) on or before the closing date of August 16, 2022 to:

Recruitment Coordinator
LPS.Humanresources@njoag.gov

-OR-

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

"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.

