



State of New Jersey

PHILIP D. MURPHY
Governor

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

MATTHEW J. PLATKIN
Acting Attorney General

SHEILA Y. OLIVER
Lt. Governor

WILLIAM H. CRANFORD
Chief Administrative Officer

September 23, 2022 NOTICE OF JOB VACANCY #22-514

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

TITLE: Investigator 3, Law and Public Safety

SALARY: \$63,525.05 to \$90,114.11

LOCATION: Division of Criminal Justice
Gangs and Organized Crimes Bureau
Cherry Hill, NJ, 08003

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under general supervision of a supervisory official in the Gangs and Organized Crimes Bureau or in the Division of Criminal Justice ("the Division"), reviews records, files, financial statements, and other transactions to determine and investigate criminal activity; conducts complex investigations; performs confidential and sensitive civil and regulatory investigative activities or specialized investigations to detect alleged noncompliance with, or violations of, New Jersey state statutes; leads and participates in the review and analysis of data, information and evidence collected from wiretaps and criminal investigations; conducts data mining and analysis; creates reports on data obtained through mobile device extractions, photographs and video surveillance; provides technical guidance for digital case management, using analytic tools and systems; provides assistance and administrative and technical support to investigative units and trial teams; works in a variety of databases and with computer software to further investigations and for trial, including but not limited to Sanction Litigation Software; assists and attends court proceedings and trials; performs other related duties as required or needed to support the Gangs and Organized Crimes Bureau; performs other related work as required.

REQUIREMENTS

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

EXPERIENCE: Three (3) 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** three (3) years of experience in the conduct of investigative administrative audits and/or regulatory examinations of records maintained by businesses and organizations; **OR** three (3) 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 in Criminal Justice or a related field 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: 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 required to perform the essential duties of the position.

PREFERENCE: Preference will be given to candidates with extensive investigative experience in the criminal justice system, especially those who with applicable training and/or related certifications, and those with experience in using Sanction Litigation Software.

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.

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

If qualified, please send a cover letter indicating interest in job vacancy announcement #22-514, a copy of college transcripts (for internship substitutions only) and current resume on or before the closing date of October 7, 2022 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.

