



# State of New Jersey

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

PHILIP D. MURPHY  
Governor

SHEILA Y. OLIVER  
Lt. Governor

MATTHEW J. PLATKIN  
Attorney General

WILLIAM H. CRANFORD  
Chief Administrative Officer

## October 26, 2022 NOTICE OF JOB VACANCY #22-559

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:** \$110,546.27 to \$158,260.13

**LOCATION:** Division of Law Affirmative Civil Enforcement Practice Group  
Special Litigation Section  
25 Market Street, Trenton, NJ 08625

OR

Division of Law  
Affirmative Civil Enforcement Practice Group  
Special Litigation Section  
124 Halsey Street, Newark, NJ 07102

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

The Special Litigation Section in the Division of Law protects New Jerseyans from unlawful actions by the Federal Government and handles high-profile affirmative enforcement actions brought by the Attorney General. The Section uses various legal strategies, including affirmative litigation in federal and state court, as well as amicus briefing and regulatory comment letters to the Federal Government. The Section's work covers a wide range of topics, including civil rights, consumer protection, immigration, worker's rights, as well as a significant and growing docket of firearms-related affirmative investigations and defensive litigation. Special Litigation deputies manage ongoing investigations, litigate civil enforcement actions, handle constitutional litigation in defense of New Jersey laws, and support federal regulations that benefit New Jerseyans.

**DUTIES:** Under the supervision of the Assistant Attorney General and Deputy Director of the Affirmative Civil Enforcement Practice Group, assists the Section Chief in the Special Litigation Section in assigning and supervising the work of other deputies in the Section; supervise and work with the Section Chief in managing the deputies; oversee and manage the multistate amicus and comment letter sign on process; plan and manage the operations of the Section; evaluate the performance of and conduct case file reviews with deputies in the Section; manage and participate in multistate investigations and litigation; and perform 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.

**PREFERENCE:** Preference will be given to candidates who have relevant experience handling constitutional challenges to state and federal laws and regulations, experience litigating cases brought under the Administrative Procedure Act, and/or experience handling complex civil affirmative investigations and enforcement actions.

**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.

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

**If qualified, applicants must complete a Division of Law attorney application for employment found at [www.nj.gov/oag/dol-hiring](http://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 job vacancy announcement #22-559, 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, via the DOL online attorney application portal, on or before the closing date of November 26, 2022.**

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

[DOL.Applicant@law.njoag.gov](mailto:DOL.Applicant@law.njoag.gov)

*Current DOL employees must indicate #22-559 - Assistant Section Chief, Special Litigation 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.



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