



## 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  
*Attorney General*

SHEILA Y. OLIVER  
*Lt. Governor*

WILLIAM H. CRANFORD  
*Chief Administrative Officer*

### November 28, 2022 NOTICE OF JOB VACANCY #22-630

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  
Department of Children & Families Practice Group  
Department of Children & Families Essex Section  
124 Halsey Street, Newark, NJ 07101

**NUMBER OF POSITIONS AVAILABLE:** One (1)

The Department of Children and Families (DCF) Section - Essex provides representation to DCF, the agency tasked with protecting children and strengthening families. The deputies in this section represent DCF when it seeks supervision or custody of abused and neglected children or is seeking termination of parental rights when deemed necessary. The work is litigation intensive but also touches on aspects of social work. There is also significant appellate work undertaken by all deputies in the section. The section provides representation in matters originating in Essex county.

**DUTIES:** Under the supervision of the Assistant Attorney General and Deputy Director of the DCF Practice Group, assists the Section Chief in assigning and supervising the work of other deputies in the Section; supervise and work with the Section Chief in managing the deputies; 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 #22-630, 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 **December 28, 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 #22-630 - Assistant Section Chief, DCF Practice Group 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.

