



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
Attorney General

SHEILA Y. OLIVER
Lt. Governor

WILLIAM H. CRANFORD
Chief Administrative Officer

November 29, 2022 NOTICE OF JOB VACANCY #22-639

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

TITLE: State Investigator Trainee, Law and Public Safety

SALARY: \$50,737.29

LOCATION: Division of Gaming Enforcement
Casino Licensing Bureau – Investigations Unit 2
1325 Tennessee Avenue
Atlantic City, NJ 08401

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under direct supervision of an Administrator of Investigations or other supervising investigator in the Division of Gaming Enforcement, Department of Law and Public Safety, as a trainee and productive worker, assists in performing specific field and office work relative to financial, compliance, and enforcement functions; investigates applicants for gaming and/or casino licenses; or, violations of civil/criminal State statutes regarding same; participates in extensive field and office training on the operations, procedures, and policies of the Division of Gaming Enforcement; investigations will include the review of casinos and their employees seeking licensure; does other related duties as required.

REQUIREMENTS

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree. *Applicants must submit a copy of your final unofficial transcripts, which indicates the date your degree was conferred and the type of degree awarded. Failure to submit final unofficial transcripts and/or a foreign degree evaluation with your resume will result in disqualification from consideration. Matriculating students cannot be considered.*

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.

ADVANCEMENT: Appointees who successfully complete the 12-month training period will be eligible for advancement to the following title under Civil Service Commission procedures: State Investigator 4, Law and Public Safety. *The inability of an employee in a trainee title to attain a level of performance warranting advancement shall be considered as cause for separation.*

PREFERENCE: Preference will be given to candidates with a minimum of twelve (12) credits in Accounting.

RESUME NOTE: Eligibility determinations will be based upon proof of degree and information within 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, with a course-by-course credit breakdown, 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, a cover letter indicating interest in job vacancy announcement #22-639, final, unofficial college transcripts which indicate the date your degree was awarded, and type of degree earned along with a current resume must be received before 5:00 PM on the closing date of December 13, 2022. Please submit resume, transcripts and cover letter to:

Recruitment Coordinator
Division of Gaming Enforcement
1325 Tennessee Avenue
Atlantic City, NJ 08401

OR

Email: jobs@njdge.org

SUBMISSIONS RECEIVED AFTER 5:00 PM ON THE CLOSING DATE 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.

