



## 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

**March 3, 2023**  
**NOTICE OF JOB VACANCY**  
**#23-137**

Opportunities currently exist in the classified service with the Department of Law and Public Safety, Division of Consumer Affairs, 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 Consumer Affairs](#)  
Bureau of Securities  
153 Halsey St., 6<sup>th</sup> Floor  
Newark, NJ 07102

**NUMBER OF POSITIONS AVAILABLE:** Two (2)

**DUTIES:** Under general supervision of a Supervising Investigator or other supervisory official in the Division of Consumer Affairs, Bureau of Securities, conducts in-depth regulatory and administrative audits and inspections of licensed premises; reviews records, files, financial statements, and other transactions to determine compliance with rules or regulations governing state securities laws; conducts, under guidance of a team leader, civil and regulatory investigative activities or investigations, requiring specialized credentials, to detect alleged noncompliance with or violations of the New Jersey Uniform Securities Laws, administrative codes, or Professional Rules of Conduct; provides investigative information and assists in the drafting of administrative orders, administrative complaints, no-action and interpretive releases, and performs analysis of the New Jersey Uniform Securities Laws; performs other related work as required. Please see the Civil Service Commission (CSC) job specification for additional information: <https://info.esc.state.nj.us/jobspec/33857.htm>

### **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 a Juris Doctorate degree or experience in compliance at a financial institution, bank, broker-dealer, insurance company, and/or investment adviser; or at a law firm representing such institutions.

**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.

**SAME APPLICANTS:** If you are applying under the NJ CSC "SAME" program, your Schedule A or B letter must be submitted along with your resume and any other required supporting documents indicated on the announcement by the closing date indicated above. For more information on the SAME Program visit the CSC website at: <https://nj.gov/esc/same/overview/index.shtml>, email: [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov), or call CSC at (833) 691-0404.

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 #23-137, a current resume and a copy of college transcripts (for internship substitutions only) on or before the closing date of March 17, 2023 to:*

Recruitment Coordinator  
[recruit@dca.njoag.gov](mailto:recruit@dca.njoag.gov)

**-OR-**

Recruitment Coordinator  
Division of Consumer Affairs  
Human Resource Department  
P.O. Box 45024, Newark, NJ 07102

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.

