



## 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

March 13, 2023

### NOTICE OF JOB VACANCY #23-166

Opportunities currently exist 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](#)  
Technical Services Bureau/Information Technology Investigations Unit  
1300 Atlantic Avenue  
Atlantic City, NJ 08401

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

**DUTIES:** Under immediate supervision of a State Investigator 1 or other superior officer 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 and audits casino Information Technology operating systems; assesses the interoperability between the multiple Information Technology systems used in the casinos; will help perform assessment of a casino operating system's ability to record and track revenue activity; participates in extensive field and office training on the operations, procedures, and policies of the Division of Gaming Enforcement; performs 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 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, Information Technology, or closely related courses.

**RESUME NOTE:** Eligibility determinations will be based upon proof of degree 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 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/csc/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, a cover letter indicating interest in job vacancy announcement #23-166, final, unofficial college transcripts which indicate the date your degree was awarded and type of degree earned and a current resume must be received before 5:00 PM on the closing date of March 27, 2023. 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](mailto:jobs@njdge.org)

#### **RESUMES 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.

