



## 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

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*Lt. Governor*

WILLIAM H. CRANFORD  
*Chief Administrative Officer*

January 25, 2023

### NOTICE OF JOB VACANCY #23-31

Opportunities currently exist 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 4

**SALARY\*:** \$87,578.62 to \$124,980.46

**LOCATIONS:** Division of Law  
Department of Children and Families Practice Group  
Department of Children and Families North and Essex Sections  
153 Halsey Street **AND** 124 Halsey Street Newark, NJ 07102

**NUMBER OF POSITIONS AVAILABLE:** Eight (8) total between both offices – location preference required when applying.

The Department of Children and Families North and Essex Sections provide representation to the Department of Children and Families (DCF) and the Division of Child Protection and Permanency (DCP&P), the agency within the Department that is tasked with protecting children and strengthening families. The deputies in this section represent DCP&P when it seeks supervision or custody of children, termination of parental rights or kinship legal guardianship. The work is litigation intensive but also has a significant counseling component. The section provides representation in matters originating in Bergen, Essex, Hudson, Hunterdon, Morris, Passaic, Somerset, Sussex, Union and Warren counties.

**DUTIES:** Under the supervision of the Section Chief, Assistant Section Chief, Assistant Attorneys General, or other supervisory official within the Division of Law, will provide legal counsel and representation to DCP&P. Deputies litigate matters involving allegations of abuse and/or neglect of children; performs 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:** Two (2) years of experience as a practicing attorney.

**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.

**\*SALARY NOTE:** For newly hired individuals, the starting salary will be determined by the Department commensurate with experience. Salary offers are non-negotiable and will fall within the range posted.

**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.njoag.gov/about/divisions-and-offices/division-of-law-home/hiring/](http://www.njoag.gov/about/divisions-and-offices/division-of-law-home/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 #23-31 along with your desired location preference, 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.

**This announcement will remain open until all eight (8) vacancies are filled.**

**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 #23-31 – DAG 4, DCF North 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.

