



State of New Jersey

PHILIP D. MURPHY
Governor

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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Attorney General

TAHESHA L. WAY
Lt. Governor

ERIN ZIPPEL
Chief Administrative Officer

September 18, 2023 NOTICE OF JOB VACANCY #23-539

Opportunities currently exist in the unclassified service with the Department of Law and Public Safety, Office of Public Integrity & Accountability, for applicants who meet the requirements specified below:

TITLE:	Deputy Attorney General 4	OR	Deputy Attorney General 3
SALARY:	\$87,578.62 to \$124,980.46		\$100,682.82 to \$143,971.92
LOCATION:	Office of Public Integrity & Accountability Conviction Review Unit Cedar Knolls, Trenton <u>OR</u> Cherry Hill, NJ		

NUMBER OF POSITIONS AVAILABLE: Two (2) - Location preference required.

DUTIES: Under the direction of the Executive Director of Office of Public Integrity & Accountability (OPIA), Director of the Conviction Review Unit or other supervisory official in OPIA, conducts work relating to claims of actual innocence by persons convicted of felonies in New Jersey State courts; handles all aspects of investigations and prosecutions, including but not limited to case assessment, research, grand jury presentations, discovery coordination, court appearances, pre-trial preparation, trial practice, court filings (motions, briefs, sentencing documents), attorney correspondence and case management; works closely with law enforcement in the development of case investigations and prosecutions; performs other related work 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:

DEPUTY ATTORNEY GENERAL 4: Two (2) years of experience as a practicing attorney.
DEPUTY ATTORNEY GENERAL 3: Three (3) years of experience as a practicing attorney.

LICENSE: Appointee will be required to possess a driver's license valid in New Jersey.

SPECIAL NOTE: Current Department employees appointed to a Deputy Attorney General 4 or Deputy Attorney General 3 title must be willing to accept a lateral transfer, if selected.

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

PREFERENCE: Preference will be given to attorneys with trial litigation experience and, in particular, criminal trial experience as either a prosecutor or a defense attorney.

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 your ineligibility.

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, 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.

HOW TO APPLY: If qualified, please send a cover letter indicating interest in job vacancy announcement #23-539 with location preference, a current resume, and a completed Division of Criminal Justice Application for Employment, found at: www.njoag.gov/dcjapply/ to the Recruitment Coordinator via email at jobs@njoag.gov.

**Current Office of Public Integrity & Accountability employees need only send a resume and cover letter.
Applications submitted directly to DCJ and/or Office of Public Integrity & Accountability will not be considered.**

This announcement will remain open until all vacancies are filled.

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.

