



## State of New Jersey

PHILIP D. MURPHY  
Governor

TAHESHA L. WAY  
Lt. Governor

DIVISION OF ADMINISTRATION  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
PO BOX 081  
TRENTON, NJ 08625-0081

MATTHEW J. PLATKIN  
Attorney General

ERIN ZIPPEL  
Chief Administrative Officer

### February 2, 2024 NOTICE OF JOB VACANCY #24-004

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

**TITLE:** Deputy Attorney General 2  
(Assistant Section Chief)

**SALARY:** \$110,546.27 to \$158,260.13

**LOCATION:** [Division of Law](#)  
Department of Children and Families Practice Group  
Central Section  
Richard J. Hughes Justice Complex  
25 Market Street, Trenton, NJ 08625

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

**DUTIES:** Under the supervision of the Section Chief, the Assistant Section Chief assists with assigning and supervising the work of other deputies in the Section; assists the Section Chief in managing the deputies and other staff; assists with planning and managing the operations of the Section; evaluates the performance of deputies and conducts case file reviews; and 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 required.

**EXPERIENCE:** Four (4) years of experience as a practicing attorney, one (1) year of which shall have been in a supervisory capacity.

**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.

**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 below. You are also required to apply via the NJ CSC SAME website. 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 609-292-4144, option 3.

**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.

**HOW TO APPLY:** If qualified, applicants must submit for consideration via the DOL online attorney application portal found here: [www.njoag.gov/dolatty/](http://www.njoag.gov/dolatty/) indicating interest in vacancy #24-004. All items must be submitted on or before the closing date of **March 2, 2024**.

*Current DOL employees need only send a current resume and cover letter to DOL Applicant [DOL.Applicant@law.njoag.gov](mailto:DOL.Applicant@law.njoag.gov) and must indicate #24-004 ASC DCFPG, Central 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.

