



State of New Jersey

PHILIP D. MURPHY
Governor

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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January 19, 2024
NOTICE OF JOB VACANCY
#24-018

Opportunities currently exist in the unclassified service with the Department of Law & Public Safety, Division of Criminal Justice, for applicants who meet the requirements specified below:

TITLE: Investigator 3, Law and Public Safety

SALARY: \$65,748.43 to \$93,268.09

LOCATIONS: [Division of Criminal Justice](#)
Trenton, NJ - *One (1) Vacancy*
Cherry Hill, NJ - *One (1) Vacancy*
Ewing, NJ - *Two (2) Vacancies*
Statewide travel required for work responsibilities.

NUMBER OF POSITIONS AVAILABLE: Four (4). Location preference required.

DUTIES: Under general supervision of a Sergeant, a Lieutenant, or other supervisory official in the Division of Criminal Justice, will conduct evidence management, detective on-boarding requirements, advanced training preparation; administrative and technical support functions; in depth regulatory and administrative audits and inspections of licensed premises; review records, files, financial statements, and other transactions to determine compliance with rules or regulations; conducts complex investigations, performs other confidential and sensitive civil and regulatory investigative activities or specialized investigations to detect alleged noncompliance with or violations of New Jersey state statutes, administrative codes, Professional Rules of Conduct and performs other related duties required. This position may also require travel between office locations and non-traditional work hours, on an as-needed basis, including evenings on short deadlines for certain assignments, with or without advance notice, and may require travel to perform the aforementioned responsibilities.

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.

PREFERENCE: Preference will be given to candidates with experience in the following areas: law enforcement, PowerDMS, outreach, in-service and field trainings, state hiring and onboarding processes, evidence control, and Chain of Custody procedures along with exceptional organization and time management skills, and the ability to work independently.

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. For more information on the SAME Program email: 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 may result in disqualification.

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 #24-018, a copy of college transcripts (for internship substitutions only) and current resume to the Recruitment Coordinator via email at jobs@njoag.gov on or before the closing date of **February 19, 2024**.

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.

