



State of New Jersey

PHILIP D. MURPHY
Governor

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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ERIN ZIPPEL
Chief Administrative Officer

February 7, 2024 NOTICE OF JOB VACANCY #24-065

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

TITLE: Research Analyst 3
(Policy Analyst)

SALARY: \$68,806.17 to \$97,679.61

LOCATION: [Division of Consumer Affairs](#)
Office of the Director - Drug Affordability Unit
124 Halsey Street
Newark, NJ 07102
Statewide travel between offices required for work responsibilities

NUMBER OF POSITIONS AVAILABLE: One (1).

DUTIES: Under the direction of a supervisory official, will serve as a policy analyst for a data and transparency system within the Division of Consumer Affairs designed to collect, analyze, and report on drug pricing across the supply chain to gain greater insight into prescription drug pricing. Will be responsible for researching and analyzing prescription drug prices and data, drafting annual reports and other documents, and conducting public hearings, to make clear the major components of prescription drug pricing along the supply chain and make policy recommendations to appropriate stakeholders; performs other related duties as required. Please see Civil Service Commission job specification for more information here: info.csc.state.nj.us/jobspec/03173.htm

REQUIREMENTS

NOTE: Applicants must meet one of the following or a combination of both experience and education. Thirty (30) semester-hour credits are equal to one (1) year of relevant experience.

Seven (7) years of professional experience in legal or legislative research, which shall have included the preparation of basic research and technical reports.

OR

Possession of a bachelor's degree from an accredited college or university; and three (3) years of the above-mentioned professional experience.

OR

Possession of a master's degree in Public Administration, Political Science, Government, or other relevant area from an accredited college or university; and two (2) years of the above-mentioned professional experience.

OR

Possession of a Juris Doctor degree or bachelor of laws degree from an accredited law school.

NOTE: "Professional experience" refers to work that is creative, analytical, evaluative, and interpretive; requires a range and depth of specialized knowledge of the profession's principles, concepts, theories, and practices; and is performed with the authority to act according to one's own judgment and make accurate and informed decisions.

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

PREFERENCE: Preference will be given to applicants with advanced degree or work experience in healthcare, economics or the prescription drug industry.

SPECIAL NOTE: Appointment to this title may be made provisionally, pending the outcome of an open-competitive examination (PAOC). If selected for the position and appointed PAOC, you will be required to apply for the open-competitive examination, when issued by the Civil Service Commission for this title, pass and be reachable on the resulting eligible list to become permanent in the position. Appointees who fail to be reachable on the resulting eligible list are subject to removal.

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.

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 #24-065, a copy of unofficial college transcripts, and a current resume to the Recruitment Coordinator at Recruit@dca.njoag.gov.

This announcement will remain open until all vacancies have been 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.

