



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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Attorney General

TAHESHA L. WAY
Lt. Governor

ERIN ZIPPEL
Chief Administrative Officer

April 19, 2024 NOTICE OF JOB VACANCY #24-079

An opportunity currently exists 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 2
(Deputy Bureau Chief)

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

LOCATION: [Office of Public Integrity & Accountability](#)
Conviction Review Unit
Cedar Knolls, Trenton or Cherry Hill, NJ
(*Statewide travel required for work responsibilities.*)

NUMBER OF POSITIONS AVAILABLE: One (1) – Location preference required.

DUTIES: Under administrative direction of the Executive Director of the Office of Public Integrity and Accountability (OPIA), the Director of Conviction Review Unit, and other supervisory officials within OPIA, assists in the supervision of the Integrity Bureau, both litigation and administrative; oversight of investigations and the prosecution of cases handled by the Bureau, including conviction review and reinvestigations of cold cases; reviews and approves legal applications and pleadings; interprets and enforces laws, regulations and other official instrumentalities; coordinates legal activities with federal and local jurisdictions and with other State entities; conducts attorney case reviews and evaluations. This position may also require non-traditional work hours, on an as needed basis, including evenings and weekends on short deadlines for certain assignments, with or without advance notice, and may require travel to perform the aforementioned responsibilities; 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: 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.

PREFERENCE: Preference will be given to candidates with supervisory leadership experience and extensive litigation experience.

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 its U.S. equivalency prior to the closing date. Failure to do so will 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 #24-079 with location preference, a current resume, and a completed Division of Criminal Justice Application for Employment found at: www.njoag.gov/dcjatty to the Recruitment Coordinator via email at jobs@njoag.gov on or before the closing date of **May 3, 2024**. *Current Division of Criminal Justice employees need only send a resume and cover letter.*

Applications submitted directly to the Division of Criminal Justice will not be considered.

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.

