



State of New Jersey

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

MATTHEW J. PLATKIN
Attorney General

ERIN ZIPPEL
Chief Administrative Officer

May 15, 2024
NOTICE OF JOB VACANCY
#24-193

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

TITLE: Deputy Attorney General 1
SALARY: \$116,045.41 to \$162,458.13
LOCATION: [Division of Administration](#)
Office of General Counsel
Richard J. Hughes Justice Complex
25 Market Street, Trenton, NJ

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under direction of a supervisory attorney or other officer in the Division of Administration and/or the Office of the Attorney General, represents and provides counsel to the Department of Law and Public Safety, the Division of Administration, or other entities as prescribed by applicable statutes; plans, develops, organizes and supervises complex legal work concerning employee relations matter, labor relations matters, employment law and other matters; investigates matters; represents management in matters; serves as a hearing officer, drafts reports and memoranda; conducts complex legal research; interprets and applies state and federal statutes, regulations, and policies; provides advice; participates in other legal activities, and performs other complex legal 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: Five (5) years of experience as a practicing attorney, two (2) years 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. For more information on the SAME Program please 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 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 #24-193 and a current resume to the Recruitment Coordinator via email at jobs@njoag.gov on or before the closing date of **June 15, 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.

