



# NEW JERSEY DEPARTMENT OF THE TREASURY

## NOTICE OF VACANCY

<b>POSTING #:</b> 2024 - 155 - P	<b>ISSUE DATE:</b> November 26, 2024	<b>CLOSING DATE:</b> Open until filled
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<b>TITLE:</b> Deputy Director of State Lottery	<b>OPEN TO:</b> General Public
<b>DIVISION:</b> State Lottery	<b>TITLE CODE:</b> 52307 <b>RANGE:</b> M98
<b>UNIT:</b> Finance Department	<b>WORKWEEK:</b> NL (35 hours)
<b>LOCATION:</b> One Lawrence Park Complex, 1333 Brunswick Avenue Circle, Lawrenceville, NJ	<b>SALARY:</b> Commensurate with Education and Experience

### JOB DESCRIPTION

A rare and exciting opportunity to become the lead financial manager of the New Jersey Lottery. This position acts as the Chief Financial Officer and has key decision-making responsibilities for an organization that had approximately \$3.7 billion in sales during fiscal year 2024. Responsibilities include financial accounting and the internal and external reporting of Lottery's Sales and game performance along with the oversight of the Lottery's cash management.

This role oversees four work groups (Financial Reporting, Field Collections, Collections Accounting, and Accounting Operations) totaling over twenty employees. This position is also a critical member of the executive leadership team at the Lottery. The New Jersey Lottery is the third oldest Lottery in the country and one of the largest. This role provides the opportunity to oversee the daily accounting operations while driving the Director's vision of continuous improvement across the department. This role must lead the ongoing transition to modern, efficient business practices while simultaneously staying on the edge of technology advancements to enable a path toward continued improvement. The work environment is demanding, rewarding, and exciting.

The Deputy Director of Finance provides signature authority on large financial transactions, ensures accountability of all financial transactions, provides liaison duties to our primary business vendors, provides financial analysis on various aspects of the Lottery, and provides executive management with accounting recommendations on new business transactions. Develops revenue projections and communicates results, with analysis, throughout the fiscal year. Leads the Lottery through its annual financial Audit from kickoff through audit committee approval. Provides financial reporting and review by performing analytical review of financial reports, distributing monthly reports, responding to inquiries from auditors, and working closely with the Lottery Public Information Office to ensure the accuracy of financial data presented in public communications. As needed prepares analysis of performance of the game portfolio.

The ideal candidate will have:

- Strong leadership and problem-solving skills.
- Experience establishing achievable goals, evaluating ongoing performance, and when needed, adjusting resources to foster success.
- Ability to strategize and make sound business decisions.
- Experience in analyzing budgets and business plans.
- Modern approach to the management of accounting operations. This includes knowledge of current financial and accounting computer applications and best business practices for accounts payable/receivable, audits, and collections.
- Detailed knowledge of finance and GAAP.
- Working knowledge of accounting regulatory standards and compliance requirements.
- Professional verbal and written communication skills.

The standard workweek is Monday through Friday. This position **may** be eligible to participate in the Department's pilot telework program, which allows eligible employees to work remotely for up to two (2) days per week, as approved by management. The position offers a comprehensive benefits package including medical, prescription drug, and dental coverage, benefit leave, Pension, supplemental pension plan, tax saving programs, and paid holidays.



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### POSITION REQUIREMENTS

**Education & Experience:**

Possession of a bachelor's degree from an accredited college or university. Preference will be given to candidates with a bachelor's degree in Finance or Accounting

-OR-

Possession of a valid New Jersey Certificate as a Certified Public Accountant (CPA) issued by the New Jersey State Board of Public Accountants

**Preferred Background:**

Candidates with experience in a similar leadership role or experience within the Lottery Industry will be given preference.

### GENERAL INFORMATION

**Vacancy Notice:**

This is not a promotional announcement. Appointment(s) resulting from this posting will be in accordance with Civil Service Commission rules and regulations.

**SAME Applicants:**

Candidates applying under the New Jersey "SAME" program, **must include a Schedule A or B letter** with other supporting documents (resume, proof of degree, etc) by the closing date indicated above. For more information, please visit <https://nj.gov/csc/same/overview/index.shtml>, email: [CSC-SAME@csc.nj.gov](mailto:CSC-SAME@csc.nj.gov) or call CSC at (609) 292-4144, option 3.

**Veteran's Preference:**

Veterans must provide proof of New Jersey Veteran's Preference with their initial application by including a copy of their New Jersey Civil Service Commission Notification of Veteran's Status. For more information, please visit: <http://www.state.nj.us/csc/seekers/veterans>.

**Foreign Degrees:**

Degrees and/or transcripts issued by a college or university outside of the United States must be evaluated for accreditation by a reputable evaluation service at your expense. The evaluation must be included with your application submission. Failure to submit the required evaluation may result in an ineligibility determination.

**Residency:**

In accordance with the New Jersey First Act, P.L. 2011, c.70, new public employees are required to establish and maintain principle residence in New Jersey within one (1) year of employment. For more information, please visit: <https://nj.gov/labor/lwdhome/njfirst/NJFirst.html>.

**Work Authorization:**

Applicants must possess acceptable work authorization in the United States in accordance with United States Citizenship and Immigration Services and Department of Homeland Security regulations. Candidates on student visas, F1 visas, OPT, or H1B visas are not eligible for employment.



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## INSTRUCTIONS TO APPLY

Submissions must be received timely to the email address listed below in order to be considered. Failure to submit all required documents may result in an ineligibility determination. Interviews will be granted on the basis of the resume.

**If you are qualified, please submit the documents listed below:**

- Cover letter/Letter of interest
- Resume
- Proof of degree (unofficial transcript reflecting the date the degree was awarded/conferred or copy of diploma)

**Treasury Employment Recruiter**

Email address: [EmploymentRecruiter@treas.nj.gov](mailto:EmploymentRecruiter@treas.nj.gov)

(Please list the **"2024-155-P Deputy Director of State Lottery"** in the Subject Line)

**THIS POSTING IS AUTHORIZED BY:**

*Antoinette Sargent (nr)*  
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Antoinette Sargent, Human Resource Officer

*The State of New Jersey is an Equal Opportunity Employer*