



NEW JERSEY DEPARTMENT OF THE TREASURY

NOTICE OF VACANCY

POSTING #: 2025 - 066 - P	ISSUE DATE: June 3, 2025	CLOSING DATE: July 1, 2025
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TITLE: Regulatory Officer 1	OPEN TO: General Public
DIVISION: Cannabis Regulatory Commission	TITLE CODE: 56749 RANGE: P26
UNIT: Office of the Chief Counsel/Regulatory Affairs	WORKWEEK: NL (35 hours)
LOCATION: 50 Barrack Street, Trenton, NJ	SALARY RANGE: \$78,024.71- 111,000.80

JOB DESCRIPTION

The New Jersey Cannabis Regulatory Commission (NJ-CRC), Office of the Chief Counsel/Regulatory Affairs is seeking a Regulatory Officer 1. Under supervision, assists in the drafting, coordinating and revising rules, regulations, and orders that may be required to implement the statutory authority, powers, and duties imposed upon the NJ-CRC. Assists the supervisory official in advising the NJ-CRC concerning the application of various statutes, federal and state. Assists in reviewing formal decisions, orders, and reports prepared by staff to ensure compliance with appropriate laws as they affect the administrative and regulatory functions of the NJ-CRC and that they conform to established NJ-CRC policy and precedents. Helps review and advise the NJ-CRC concerning decisions, orders, memoranda, correspondence, penalty settlements, and other instruments prepared by the staff before adoption or issuance. May be required to perform other related duties.

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: Graduation from an accredited law school with a Juris Doctor (J.D.) Degree.

Experience: One (1) year of experience performing any of the following: conducting legal research; analyzing, reviewing, and evaluating legal documents, rules, regulations, legislation, and/or regulatory matters.

-OR-

One (1) year of experience as an attorney.

License: Appointee must be eligible to practice as an Attorney-At-Law in the State of New Jersey.

License: Appointee must possess a current Certificate of Good Standing issued by the New Jersey Board of Bar Examiners, or other license to practice law issued by any state in the United States.

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.

IMPORTANT NOTES

Starting Salary: In accordance with N.J.A.C. Title 4A, new appointments will be limited to a starting salary between Step 1 and Step 4 of the salary range.



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GENERAL INFORMATION

Vacancy Notice:

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

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 and must be included in your application submission by the closing date.

NJ SAME Program:

In accordance with P.L. 2021, c.465 and P.L. 2021, c.466, the **State as a Model Employer of People with Disabilities (SAME) program** allows qualified individuals with a significant disability to apply for non-competitive and unclassified positions through a fast track hiring process. If you are applying under the "NJ SAME Program", your supporting documents (Schedule A or B letter), must be included in your application submission by the closing date. Reasonable accommodations will be made for qualified candidates with disabilities upon request. For more information, call (609) 292-4144, option 3; email CSC-SAME@csc.nj.gov or visit <https://nj.gov/csc/same/overview/index.shtml>.

NJ Veteran's Preference:

New Jersey's merit system provides absolute veteran preference in employee selection. Qualified veterans are placed at the top of open competitive employment lists and priority on certain certified lists. If you have established NJ Veteran's Preference, a copy of your New Jersey Veteran's Preference card must be included in your application submission by the closing date. For more information, visit: [Civil Service Preference for Veterans](#).

Residency:

In accordance with the New Jersey First Act, P.L. 2011, c.70, requires all employees to reside in the State of New Jersey, unless otherwise exempted under the law. If you do not live in New Jersey, you have one year from the date of appointment to relocate and maintain residence in New Jersey. For more information, visit: <https://nj.gov/labor/lwdhome/njfirst/NJFirst.html>.

Work Authorization:

Selected candidates must be authorized to work within the United States in accordance with United States Citizenship and Immigration Services and the Department of Homeland Security regulations. The State of New Jersey does not permit nor provide sponsorships. Individuals on student visas such as F1, J1, CPT, OPT, CPT, and H1B visas are not eligible for employment.

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 by 5:00 p.m. on July 1, 2025:

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

Treasury Employment Recruiter

Email address: EmploymentRecruiter@treas.nj.gov

(Please list the "2025-066-P Regulatory Officer 1" in the Subject Line)

THIS POSTING IS AUTHORIZED BY:

Antoinette Sargent/nr

Antoinette Sargent, Human Resource Officer

The State of New Jersey is an Equal Opportunity Employer