



NEW JERSEY DEPARTMENT OF THE TREASURY

NOTICE OF VACANCY

POSTING #: 2025 - 100 - S	ISSUE DATE: October 6, 2025	CLOSING DATE: October 21, 2025
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TITLE: Investigator 3	OPEN TO: State Wide (all Departments/State Employees)
DIVISION: Police & Firemen's Retirement System of NJ	TITLE CODE: 56774 RANGE: R25
UNIT: Investigations	WORKWEEK: NE (35 hours)
LOCATION: 50 West State Street, Trenton, NJ 08608	SALARY RANGE: \$77,143.55 - \$113,263.75

JOB DESCRIPTION

The Police & Firemen's Retirement System of NJ (PFRSNJ) Board of Trustees approved the creation of an Investigative Unit within the PFRS. The unit will oversee and conduct investigations regarding all pension related matters that warrant such a review. The Investigator 3 will report directly to the Supervisor of Investigations and/or Chief of Investigations while working closely with the legal department of the PFRSNJ.

The selected candidate will:

- Lead and oversee complex, sensitive investigations, managing a team of lower-level investigators into allegations such as fraud, negligence, misconduct, or regulatory non-compliance.
- Conduct in-depth reviews of criminal-history data for applicants or employees, determining eligibility under relevant statutes.
- Supervise and evaluate subordinate investigation work, ensuring thoroughness and legal compliance.
- Design and implement investigation plans—defining scope, document/documentary requests, site visits, interviews, and evidence collection.
- Assist with establishing and amending policies, procedures, and protocols, and compliance therewith, for investigative staff to follow for the integrity and the efficiency of all investigations.
- Review and validate subordinate reports, financial records, document disclosures, and audit findings.
- Execute interviews, prepares verified complaints, conducts site visits or fact finding conferences as needed.
- Draft comprehensive investigative summaries, reports, administrative complaints, or enforcement recommendations.
- May participate in settlement discussions or refer matters for legal action or prosecution.
- Oversee case management systems to track investigations and maintain current caseloads and deadlines.
- Ensure agency and statutory compliance in investigative methods and documentation.
- Produce detailed investigative reports with findings, conclusions, and professional recommendations.
- Assign work, provides training and guidance, and resolves complex investigational issues among staff.
- Perform other related duties as required.

The standard workweek is Monday through Friday. This position **may** be eligible to participate in the Department's 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, paid holidays, Pension, supplemental pension plan options, and tax saving programs. For more information regarding the New Jersey State Health Benefits Program (SHBP) and Public Employees' Retirement System of New Jersey (PERS) plan offerings, eligibility requirements, and enrollment, please visit the New Jersey Division of Pensions and Benefits website at <https://www.nj.gov/treasury/pensions/>. Please refer to the **Active Employees** section on the home page.



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POSITION 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.

Education & Experience:

Seven (7) years of professional office and/or professional field experience conducting investigations, collecting evidence, and preparing investigative reports related to criminal, civil, or regulatory matters involving fraud, misrepresentation, or other acts of criminal or civil misconduct; or as a police officer performing criminal follow-up investigations (not preliminary investigations).

-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, Business Administration, Social Work, or Criminal Justice; and two (2) years of the above-mentioned professional experience.

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.

IMPORTANT NOTES

Open to the following:

Open to full-time employees who have permanent status in a competitive title and who meet the requirements listed above. Appointments resulting from this posting will be made in accordance with Civil Services rules and regulations and may result in a forfeiture of rights to any promotional lists in the former office/unit.



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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 October 21, 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 "2025-100 - S Investigator 3" in the Subject Line)

THIS POSTING IS AUTHORIZED BY:

Antoinette Sargent/sd
Antoinette Sargent, Human Resource Officer

The State of New Jersey is an Equal Opportunity Employer