



# VACANCY ANNOUNCEMENT

**The Department of Health has a career opportunity for qualified candidates for the following position:**

Title <b>Deputy Chief State Medical Examiner [Unclassified]</b>			Salary <b>\$260,000.00</b>
Posting Number <b>311-19</b>	Position Number <b>957641</b>	Number of Positions <b>1</b>	Posting Period * From: <b>10/29/2019</b> To: <b>11/12/2019</b>
Location: <b>Northern Regional Medical Examiner Office 325 Norfolk Street Newark, NJ</b>			Scope of Eligibility/Open to: <b>Applicants who Meet the Requirements</b>

## GENERAL DESCRIPTION

Ensure smooth, proper, and efficient office operations and functioning of the NRMEO. Perform quality medicolegal death investigations and forensic pathology services. Ensure compliance with the Revised State Medical Examiner Act, other relevant Statutes and Regulations, and Standard Operating Policies (SOPs), Procedures and Protocols. This position will cooperatively work with other medical examiners, law enforcement agencies, funeral directors, hospitals and social services agencies to ensure citizens receive competent death investigative services. Maintain up-to-date information on all matters directly and indirectly impacting the State Medical Examiner System and disseminate accordingly. Participate in mass disaster preparations and exercises. Provision of assistance to the Office of the Chief State Medical Examiner as needed. Provide technically competent forensic pathology services and death investigations, and professionally testify, as needed. Proactively ensure cooperation and collaboration between the Office of the Chief State Medical Examiner (OCSME), NRMEO and the Southern Regional Medical Examiner Office (SRMEO). Develop SOPs and protocols for the NRMEO in conjunction with OCSME. Represent the OCSME on state boards, committees and task forces, as needed. Work towards NAME accreditation and support ACGME-accredited forensic pathology fellowship program if/when necessary.

## REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

**LICENSE AND CERTIFICATION:** Appointee must be a physician licensed and in good standing in the State of New Jersey, a graduate of a regularly chartered and legally constituted medical school or college, or osteopathic medical school or college, and certified in forensic pathology by the American Board of Pathology or by the American Osteopathic Board of Pathology.

Appointees 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.

**EXPERIENCE:** Three (3) years of experience working as a medical examiner after completion of training in anatomic and forensic pathology.

## IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:  
***PSTSME@doh.nj.gov***
- Mail the required documents to:  
**Jill Velez, Administrative Analyst 3  
Office of the State Medical Examiner  
Reference Posting #311-19  
New Jersey Department of Health  
PO Box 360  
Trenton, NJ 08625-0360**

### Required documents:

- cover letter
- resume
- completed application, found at:  
<http://www.nj.gov/health/forms/dpf-663.pdf>

*\* Responses received after the closing date MAY be considered if the position is not filled.*

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- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
  - *If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.*
  - *If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.*
  - *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
  - *In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.*
  - **The New Jersey Department of Health is an Equal Opportunity Employer.**

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SEPTEMBER 19