NOTICE OF VACANCY

STATEWIDE - PUBLIC

POSTING NO.: BIA-2022-095
OPENING DATE: June 23, 2022

TITLE: Regulatory Officer 3, Banking & Insurance
CLOSING DATE: July 23, 2022

UNIT: Office of Regulatory Affairs
LOCATION: Trenton, NJ

SALARY: $59,521.38 - $84,344.10
RANGE: P22

OPEN TO: Candidates who meet the open competitive requirements, subject to current promotional and hiring restrictions.

DEFINITION
Under direction of the Chief of Regulatory Affairs or other supervisory officer in the Department of Banking and Insurance, performs routine research on various banking, insurance and real estate programs relating to the New Jersey general public and banking, insurance and real estate industries; prepares routine reports, summaries, and recommendations on legal aspects of legislation or regulations affecting same; does other related duties.

Performs research and analysis on various issues related to the banking, insurance, and real estate industries; prepares written documents regarding same, including rule proposals, rule adoptions, public notices, orders, bulletins, final decisions, memoranda, summaries, responses to inquiries, legislation, and bill comments; acts as a hearing officer; represents the Real Estate Commission staff's position in enforcement actions and application appeals before the Real Estate Commission.

REQUIREMENTS

EDUCATION: Graduation from an accredited law school.

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.

RESIDENCY REQUIREMENTS: In accordance with the New Jersey First Act, N.J.S.A. 52:14-7 (L. 2011, Chapter 70), effective September 1, 2011, newly hired State government employees must reside in the State of New Jersey, unless exempted under the law. If you do not reside in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey. Employees who fail to meet the residency requirements are subject to removal from employment.

Interested applicants should submit a letter of interest, transcripts, resume, legal writing sample (unedited by others), and three (3) professional references of your current or former supervisors or managers- please only provide references for those to whom you have reported in the workplace and those who have supervised or managed your work. Please provide your references’ names, job titles and current contact information, including Visit us on the Web at dobi.nj.gov
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email addresses. All documents should be submitted in PDF format by July 23, 2022 to: Human.Resources@dobi.nj.gov. Please include posting # BIA-2022-095 in the subject line of the email.

NOTE: If you have previously applied for posting number BIA-2022-005 for the Regulatory Officer 3, B&I, range P 22, which closed on February 11, 2022 you will be considered for this Regulatory Officer 3, B&I, range P 22 position and you do not have to reapply. Resumes received in response to either posting will be considered.

NOTE: Foreign transcripts must be evaluated by a recognized evaluation service at your expense. Submit a copy of the evaluation with each application that requires a college degree or credits. For additional information, please refer to the Civil Service Commission website at: http://www.state.nj.us/csc/seekers/about/steps/step2.html.