



VACANCY ANNOUNCEMENT

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

Title Regulatory Officer 1 [Classified Non-Competitive]		Salary P26 \$71,408.73 - \$101,588.61	
Posting Number 72-22	Position Number 953193	Number of Positions 1	Posting Period * From: 05/24/2022 To: 06/30/2022
Location: Public Health Infrastructure, Laboratories and Emergency Preparedness Office of Local Public Health - 5th Floor 55 N. Willow Street, Trenton, NJ 08625		Scope of Eligibility/Open to: Applicants who Meet the Requirements	

GENERAL DESCRIPTION

Under the direction of an OLPH supervisory official, this position will provide the regulatory framework for the operations of state-wide local health departments (LHDs) through the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey (N.J.A.C. 8:52), Licensure of Persons for Public Health Positions (N.J.A.C. 8:7), Childhood Elevated Blood Lead Levels (N.J.A.C. 51) and Screening of Children for Elevated Blood Lead Levels (N.J.A.C. 51A). Drafts, coordinates, and revises rules & regulations, orders, and corrective actions required to implement the statutory authority, powers, and duties imposed upon DOH-OLPH. Coordinates and prepares rule adoption activities and processes with members of the DOH-Office of Legal & Regulatory Compliance, Office of Attorney General, Governor's Office, Office of Administrative Law, and DOH-Public Health Council. Engages and works closely with other DOH divisions/programs with overlapping regulatory rules, regulations, and/or issues regarding LHD operations. Recommends and prepares licensing and compliance workforce revocation and/or other enforcement actions relative to all LHDs in New Jersey. Performs legal research and prepares documents, reports, summaries and recommendations for court and administrative actions. Responds to OPRA requests and provides regulatory/compliance support for program areas. Provides OPRA deadline extensions when appropriate. Reviews and redacts records in compliance with OPRA requirements, and all applicable statutes, rules and regulations. Reviews and prepares contracts and/or Memorandum of Agreements/Understandings between OLPH and other DOH divisions/programs, governmental agencies, or independent consultants. Assists OLPH staff with analyzing, interpreting, and implementing laws, rules, regulations, and State & Federal policies concerning legal, technical, fiscal and administrative matters impacting program operations. Provides legal/regulatory guidance and review for documents and/or issues pertaining to OLPH Program areas.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

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

EXPERIENCE: One (1) year of experience in conducting legal research, analyzing and evaluating legal documents, rules, regulations, and/or legislation, or the review and analysis of regulatory matters in a government agency; 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. 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. 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.

IMPORTANT FILING INSTRUCTIONS

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

- Forward the required documents electronically to:
PSTPHILEP@doh.nj.gov
- Mail the required documents to:
**Denay Pressley, Executive Assistant 3
Public Health Infrastructure Lab. & Emerg. Prepare
Reference Posting #
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.**
 - *RESUME NOTE: Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.*