



NEW JERSEY DEPARTMENT OF HEALTH NOTICE OF VACANCY

State of New Jersey

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

Title Investigator Trainee [Classified Non-Competitive]			Salary 195 \$53,357.54 - \$55,789.63
Posting Number 324-24	Position Number Various	Number of Positions 5	Posting Period * From: 08/19/2024 To: 10/28/2024
Location: Northern Regional Medical Examiner Office 325 Norfolk Street Newark, NJ 07103			Scope of Eligibility/Open to: Applicants who Meet the Requirements

GENERAL DESCRIPTION

The Northern Regional Medical Examiner Office is seeking qualified candidates to perform and document routine medicolegal death investigations in an accurate, comprehensive, and timely manner, in accordance with New Jersey statutes and regulations that govern the Office of the Chief State Medical Examiner. Qualified candidates will assist in obtaining and/or securing records and biological specimens from outside agencies for a complete medical/social background needed for identification purposes and to determine the cause and manner of death. The position will also utilize the Case Management System (CMS) and develop an organized, concise, and accurate death report in a timely manner to include preparing written reports of all investigative activities containing objective facts, findings, and assessments.

ADVANCEMENT:

Applicants who successfully complete the twelve (12) month training period will be eligible for advancement to the title of Investigator 1, Office of the Chief State Medical Examiner, in accordance with New Jersey Civil Service Commission procedures.

The inability of an employee in this trainee title to attain a level of performance warranting advancement to the Investigator 1, Office of the Chief State Medical Examiner title listed above shall be considered as cause for separation.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

EDUCATION:

Graduation from an accredited college or university with a Bachelor's degree in Forensic Science, Criminal Justice, or Nursing; or graduation from an accredited college or university with a Bachelor's degree in Physical or Natural Science with twelve (12) semester hour credits in physical or biological science, six (6) semester hour credits in human anatomy, and twelve (12) semester hour credits in chemistry.

NOTE: Possession of a valid registry basic certification issued by the American Board of Medicolegal Death Investigators (ABMDI) may be substituted for the Bachelor's degree.

LICENSE:

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



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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:
**Yvonne Colon, Manager 1, Human Resources
Office of the State Medical Examiner
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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IMPORTANT NOTES

**State as a Model Employer
of People with Disabilities
(SAME) Applicants:**

If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME program, visit their website at:

<https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov , or call CSC at (833) 691-0404.

PHEL Candidates:

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.

Direct Client Care:

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.

**New Jersey
First Act:**

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.

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.

Authorization to Work:

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. The State of New Jersey does **not** provide sponsorships for citizenships to the United States.

Note: Newly hired employees must agree to a thorough background check that will include fingerprinting.

The New Jersey Department of Health is an Equal Opportunity Employer.