



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 Regulatory Officer 1 [Classified Non-Competitive]			Salary P26: \$78,024.71 - \$111,000.80
Posting Number 621-24	Position Number 939330	Number of Positions 1	Posting Period * From: 09/13/2024 To: 09/27/2024
Location: New Jersey Office of the Chief State Medical Examiner's Office 120 South Stockton Street - 3rd Floor Trenton, New Jersey 08625			Scope of Eligibility/Open to: Department of Health Employees

GENERAL DESCRIPTION

Under close supervision of a supervisory official or other designated official in a state department, institution, or agency drafts, coordinates and revises rules, regulations, and orders required to implement the statutory authority of the agency

Assist the supervisory official in advising the agency and staff with respect to the application of the state and federal statutes

Perform legal research involving regional and nationwide regulatory authority of medical examiner systems in a multitude of jurisdictions

Assist the supervisory official with the review of agency contracts and other memoranda of agreement

Serve as an alternate liaison between the agency and other entities involving all legal matters of the agency

Serve as the Ethics Liaison Officer

Serve as the backup to the OPRA custodian

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

REQUIREMENTS:

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.



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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:
PSTSME@doh.nj.gov
- Mail the required documents to:
Yvonne Colon, Manager 1, Human Resources
Office of the State Medical Examiner
Reference Posting #621-24
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.