



State of New Jersey

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December 5, 2018
NOTICE OF JOB VACANCY
#18-323

An opportunity currently exists in the unclassified service with the Department of Law and Public Safety, Division of Gaming Enforcement, for applicants who meet the requirements specified below:

TITLE: Administrative Analyst 1, Information Systems

SALARY: \$49,010.19 to \$69,201.51

LOCATION: Division of Gaming Enforcement
Technical Services Bureau/Math Section
1300 Atlantic Avenue
Atlantic City, NJ

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under close supervision of an official in the Technical Services Bureau, performs tasks involved in the development, implementation, and quality control of various data processing systems involved with internet gaming; evaluates math models; collects, interprets, and analyzes data; responsible for assuring statistical and randomness validity of devices submitted for approval by conducting mathematical and statistical analysis on the devices via the use of the high speed and powerful computers; may also be required to conduct testing of slot machines; does other related duties as required.

REQUIREMENTS:

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.

EXPERIENCE: One (1) year of experience in work involving the review, analysis, and evaluation of the administrative, business, and/or operational policies, procedures, practices, and processes and/or the technological requirements of an organization for the purpose of revising/enhancing existing information systems and/or developing/acquiring and implementing new IT solutions and services.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year for year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

NOTE: A Master's degree in Public Administration, Business Administration, Computer Science, Information Technology, Software Engineering, Information Security, Network Administration, or Database Management from an accredited college or university may be substituted for one (1) year of the indicated experience.

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.

PREFERENCE: Preference will be given to applicants with a Bachelor's degree in Statistics or Mathematics. In order to receive preference, a copy of your transcript(s) must be submitted with your resume.

RESUME NOTE: Eligibility determinations will be based upon information presented in resume only. 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 will result in your ineligibility.

If interested, a cover letter indicating job vacancy #18-323 and current resume must be received before 5:00 PM on the closing date of December 19, 2018. Please submit resume and cover letter to:

Recruitment Coordinator
Division of Gaming Enforcement
1300 Atlantic Avenue
Atlantic City, NJ 08401

OR

Email: jobs@njdge.org

RESUMES RECEIVED AFTER 5:00 PM ON THE CLOSING DATE WILL NOT BE CONSIDERED.

The "New Jersey First Act," [N.J.S.A. 52:14-7 \(L. 2011, Chapter 70\)](#), requires new public employees to reside in the State of New Jersey within one (1) year of employment.

The Department of Law and Public Safety is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply.

