



PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

State of New Jersey
DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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GURBIR S. GREWAL
Attorney General

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Acting Administrator

December 16, 2019
NOTICE OF JOB VACANCY
#19-426

An opportunity currently exist in the unclassified service with the Department of Law & Public Safety, Division of Law, for applicants who meet the requirements specified below:

TITLE: Deputy Attorney General 2
(Assistant Section Chief)

SALARY: \$79,247.71 to \$114,890.41

LOCATION: Division of Law
Litigation Practice Group
State Police, Employment and Corrections Section (SPEC)
Trenton, NJ

NUMBER OF POSITIONS AVAILABLE: One (1)

The State Police, Employment and Corrections Section provides representation to the NJ State Police, Department of Corrections, Parole Board and the Juvenile Justice Commission.

DUTIES: Under the supervision of the Assistant Attorneys General in charge of the Litigation Practice Group and/or the Section Chief of the State Police, Employment and Corrections Section, assists with planning and managing the supervision and operations of the Section; assigns matters and supervises Deputy Attorneys General in the Section; litigates and supervises litigation, as needed; evaluates the performance of assigned Deputy Attorneys General; conducts case file reviews; performs other duties as required.

REQUIREMENTS

EDUCATION: Graduation from an accredited law school with a Juris Doctor. Admission to practice as an Attorney at Law in the State of New Jersey is required.

EXPERIENCE: Four (4) years of experience as a practicing attorney; One (1) year of which shall have been in a supervisory capacity.

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.

PREFERNCE: Preference will be given to applicants who possess strong employment litigation experience with demonstrated ability to handle employment litigation cases as trial counsel. Please submit supplement to resume outlining employment litigation experience.

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 qualified, applicants must complete a Division of Law attorney application for employment, found at www.nj.gov/oag/dol-hiring. While completing the application you will be instructed to upload supporting documents including but not limited to: a resume with a summary of employee litigation experience, cover letter indicating interest in job vacancy #19-426, a copy of your Certificate of Good Standing with the Supreme Court of New Jersey, a legal writing sample (unedited by others), a copy of your unofficial law school transcripts (self-prepared transcripts are not accepted), and an Affirmative Action form. All items must be submitted together, in one package, on or before the closing date of January 16, 2020.

Current Division of Law employees need only submit a resume and cover letter to:

DOL.Applicant@law.njoag.gov

Current DOL employees must indicate Assistant Section Chief, State Police Employment and Corrections Section in the subject line.

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.

