



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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TRENTON, NJ 08625-0081

MATTHEW J. PLATKIN  
Acting Attorney General

WILLIAM H. CRANFORD  
Chief Administrative Officer

June 13, 2022  
NOTICE OF JOB VACANCY  
#22-323

An opportunity currently exists in the classified service with the Department of Law and Public Safety, Division of Highway Traffic Safety, for current State employees with permanent service in a competitive title who meet the requirements specified below:

**TITLE:** Auditor 2  
**SALARY:** \$59,521.38 to \$84,344.10  
**LOCATION:** Division of Highway Traffic Safety  
Fiscal Unit  
140 E. Front Street  
Trenton, NJ 08628

**NUMBER OF POSITIONS AVAILABLE:** One (1)

**DUTIES:** Under general supervision in the Department of Law and Public Safety, Division of Highway Traffic Safety, independently audits federal and state grant agreements and financial reports for the Office of Highway Traffic Safety; performs other related duties.

**REQUIREMENTS**

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree, including or supplemented by twenty-one (21) semester hour credits hours in accounting.

**NOTE:** Possession of a valid Certificate as a Certified Public Accountant issued by the New Jersey Board of Accountancy may be substituted for the Bachelor's degree.

**NOTE:** Applicants who have successfully completed the required twenty-one (21) semester hour credits in accounting, but who do not possess a Bachelor's degree, may substitute additional experience as indicated on a year-for-year basis (30 credit hours is considered equal to one (1) year of college).

**EXPERIENCE:** Two (2) years of accounting or auditing experience.

**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.

Appointees will be required to be compliant with all Executive Orders (EO), mandates, policies, and directives related to Covid-19, including testing and vaccinations, and including but not limited to EO 252 (Murphy), EO 283 (Murphy) and/or EO 290 (Murphy).

All offers of employment are conditional subject to the applicant agreeing to and then passing a background check that may include fingerprinting.

**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 may result in your disqualification.

***If qualified, please send a cover letter indicating interest in job vacancy announcement #22-323, copy of college transcript(s) to verify possession of the required 21 semester hours in accounting, copy of CPA (if certified/registered) and current resume on or before the closing date of June 27, 2022 to:***

Recruitment Coordinator  
[LPS.Humanresources@njoag.gov](mailto:LPS.Humanresources@njoag.gov)

-OR-

Recruitment Coordinator  
Division of Administration  
Human Resource Management  
P.O. Box 081, Trenton, NJ 08625-0081

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.

