



State of New Jersey

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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TRENTON, NJ 08625-0081

PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

MATTHEW J. PLATKIN
Attorney General

ERIN ZIPPEL
Chief Administrative Officer

May 28, 2024

NOTICE OF JOB VACANCY #24-251

Opportunities currently exist in the unclassified service with the Department of Law and Public Safety, Office of the Attorney General, for applicants who meet the requirements specified below:

TITLE:	Deputy Attorney General 4	OR	Deputy Attorney General 3
SALARY*:	\$90,643.87 to \$129,354.76		\$104,206.72 to \$149,010.97
LOCATION:	Office of the Attorney General Office of Law Enforcement Professional Standards Legal Unit 25 Market Street, Trenton, NJ 08625 (<i>Statewide travel required for work responsibilities.</i>)		

NUMBER OF POSITIONS AVAILABLE: Two (2)

DUTIES: Under the direction of the Office of Law Enforcement Professional Standards (OLEPS) Director, Deputy Director, and Legal Unit Head or other supervisory official within the Department of Law and Public Safety: acts as the team leader for the Legal Unit; provides legal advice and assistance to the New Jersey State Police, county and municipal law enforcement agencies concerning best practices on consent decree related topics, including but not limited to supervisor reviews of recordings, data collection and documentation of investigative detentions, including traffic stops and post-stop enforcement actions; conducts independent analyses of policies and procedures and prepares mandated reports; ability to synthesize voluminous amounts of data and provide succinct, well-thought analysis, including conclusions and recommendations; provides legal consult in areas of specific expertise; reviews and approves training on non-discrimination policy established by Attorney General, the law of arrest, search and seizure, and equal protection as well as other consent decree related topics; reviews and develops nondiscriminatory protocols and policies on various topics including the law of arrest, search and seizure, documentation of motor vehicle stops and other law enforcement activities and other consent decree related topics; reviews and revises State Police Academy training materials relating to patrol duties and other law enforcement functions; reviews rules, regulations, standing operating procedures relating to integrity, internal affairs, patrol related procedures, the law of arrest, search and seizure, the law of discrimination, and other related subject matters; ensures compliance with policies and procedures; investigates misconduct matters subject of conflict or assigned by the Attorney General; Performs other functions as needed. This position may also require non-traditional work hours, on an as-needed basis, including evenings and weekends on short deadlines for certain assignments, with or without advance notice, and may require travel to perform the aforementioned responsibilities.

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:

DEPUTY ATTORNEY GENERAL 4: Two (2) years of experience as a practicing attorney.

DEPUTY ATTORNEY GENERAL 3: Three (3) years of experience as a practicing attorney.

LICENSE: Appointee will be required to possess a driver's license valid in New Jersey.

SPECIAL NOTE: Current Department employees appointed to a Deputy Attorney General 4 or 3 title must be willing to accept a lateral transfer, if selected.

***SALARY NOTE:** For newly hired individuals, the starting salary and title will be determined by the Department commensurate with experience. Salary offers and titles are non-negotiable and will fall within the range posted.

SAME APPLICANTS: If you are applying under the NJ CSC "SAME" program, your Schedule A or B letter must be submitted along with your resume and any other required supporting documents indicated on the announcement by the closing date indicated below. For more information on the SAME Program please email: SAME@csc.nj.gov, or call CSC at (609) 292-4144, option 3.

RESUME NOTE: Eligibility determinations for experience and education will be based upon the resume and unofficial transcripts submitted at the time of application. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide a CSC approved evaluation indicating the U.S. equivalency, with a course-by-course breakdown, prior to the closing date (see [CSC foreign degree information](#)). Failure to do so may result in disqualification of your education towards eligibility.

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

HOW TO APPLY: If qualified, please submit a cover letter indicating interest in job vacancy announcement #24-251, a current resume, copy of Certificate of Good Standing with the NJ Supreme Court and a copy of your final unofficial transcripts and/or foreign degree evaluation, (if applicable) to the Recruitment Coordinator via email at jobs@njoag.gov on or before the closing date of **June 28, 2024**.

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.

