



State of New Jersey

COMMISSION OF INVESTIGATION

50 WEST STATE STREET

PO Box - 045

TRENTON, NEW JERSEY 08625-0045

Telephone (609) 292-6767

Fax (609) 633-7366

John P. Lacey
Chair
Kevin R. Reina
A. Todd Mayo
Alan J. Markman
Commissioners

Bruce P. Keller
Executive Director

TITLE: INVESTIGATIVE ANALYST - SCI

SALARY: \$50,000.00 to \$113,950.00

UNCLASSIFIED - NJSA 52:9M-9

DEFINITION

Under direct supervision of the Director/ Special Counsel, Counsel or other supervisory Commission staff, assists in work involving the analysis of information related to complex investigations. Assist in preparing recommendations for subsequent investigative activities and analysis of current and historical organized crime intelligence information. Utilize investigative work plans in the performance of responsibilities.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Assist in the development of analytical and investigative databases to support Commission investigations.

Prepare graphs, charts (link analysis, event flow analysis, activity charting), tables and other illustrative devices for visual presentations of data.

Coordinate all intelligence for multi-state investigations. Analyze, summarize and disseminate same for the purpose of effective communication among appropriate law enforcement agencies.

Assist in organizing and analyzing evidential material as required and report on findings with recommendations for subsequent investigative action.

Maintain close liaison with other law enforcement agencies in order to continue intelligence networks.

REQUIREMENTS:

EDUCATION:

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

EXPERIENCE:

One (1) year experience involving the review, organization, and analysis of investigative, intelligence, or other related information. A Master's degree may be considered as a substitute for the required year of experience.

LICENSES:

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 essential duties of the position.

KNOWLEDGE AND ABILITIES:

Ability to analyze, interpret, and apply basic laws/regulations.

Ability to appropriately and effectively communicate with federal, state and local agencies.

Ability to prepare statistical and financial data.

Ability to communicate effectively orally and in writing.

Ability to prepare clear, sound, accurate, informative reports on analysis conducted.

Ability to maintain records and files.

Ability to effectively utilize a personal computer and knowledge of appropriate software packages.

Ability to utilize various types of electronic and/or manual information recording equipment and systems used by the Commission.

Ability to read, write, speak, understand, or communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

Resumes will be accepted through September 30, 2026.

Interested candidates should submit a cover letter, resume and three (3) references to:

New Jersey State Commission of Investigation
50 West State Street
P.O. Box 045
Trenton, NJ 08625

Resumes and cover letters may also be sent via email to: staffing@sci.state.nj.us

Applicants accepting employment with the SCI are required to adhere to specific employment obligations and restrictions and are subject to a confidential background and security clearance investigation conducted by the SCI as a prerequisite during the selection process.

Please note: Residency Requirements - New Jersey First Act - Be advised, the New Jersey First Act, P.L. 2011, c.70, effective September 1, 2011, requires all employees of State and local government reside in the State of New Jersey, unless exempted under the law. If you do not reside in New Jersey, you have one year after the date you take employment to relocate your residence to New Jersey. If you do not do so, you are subject to removal from your position. Questions regarding the exemption process should be directed to the Employee Residency Review Committee at (609) 777-2960.

Codes: X98