



NEW JERSEY DEPARTMENT OF THE TREASURY

NOTICE OF VACANCY

POSTING #: 2025 - 094 - P	ISSUE DATE: September 12, 2025	CLOSING DATE: September 26, 2025
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TITLE: Investigator Trainee	OPEN TO: General Public
DIVISION: Pensions and Benefits	TITLE CODE: 56788 RANGE: P95
UNIT: Pension Fraud and Abuse	WORKWEEK: NE (35 hours)
LOCATION: 50 West State Street, Trenton, NJ	SALARY RANGE: \$53,807.27 - \$56,253.35

JOB DESCRIPTION

The New Jersey Department of Treasury's Pension Fraud and Abuse Unit is seeking an Investigator Trainee. Under close supervision of an Investigator 3, Supervisor of Investigations, or the Director of the Pension Fraud and Abuse Unit, as a trainee and productive worker within the Pension Fraud and Abuse Unit, receives on-the-job training in the performance of office and/or field duties to investigate.

Duties may include but are not limited to:

- As a member of the Pension Fraud and Abuse Unit the Investigator Trainee will, under the close supervision of an Investigator 3, Supervisor of Investigations, or Director of the Pension Fraud and Abuse Unit, receive on-the-job training in the field or from the central office related to determining benefit eligibility and detection of fraud with State statutes and regulatory requirements.
- Learn to investigate cases involving alleged fraud, negligence, misrepresentation, misconduct, or abuse by pension members seeking disability retirement benefits or those previously awarded disability retirement; or,
- Learn to conduct investigations targeting professional service providers who are improperly enrolled in the Public Employees Retirement System (PERS) in violation of N.J. P.L. 2007, Chapter 92.
- Learn to review and evaluate internal and external referrals alleging fraud or abuse within the State-administered pension and health benefits systems.
- Learn to review and analyze information contained in records and documents.
- Learn to prepare clear, technically sound, accurate, and informative reports of investigational activities containing facts, findings, conclusions, and recommendations.
- Learn to visit employer locations to review documents, interview personnel and obtain employee records.
- Learn to query internal and external databases and social media platforms for data, documents, and information relative to investigations.
- May act as a witness for the State and provides testimony before the Pension Boards of Trustees, Office of Administrative Law and the Court of Appeals.

The standard workweek is Monday through Friday. This position may be eligible to participate in the Department's telework program, which allows eligible employees to work remotely for up to two (2) days per week, as approved by management. The position offers a comprehensive benefits package including medical, prescription drug, and dental coverage, benefit leave, paid holidays, Pension, supplemental pension plan options, and tax saving programs. For more information regarding the New Jersey State Health Benefits Program (SHBP) and Public Employees' Retirement System of New Jersey (PERS) plan offerings, eligibility requirements, and enrollment, please visit the New Jersey Division of Pensions and Benefits website at <https://www.nj.gov/treasury/pensions/>. Please refer to the **Active Employees** section on the home page.



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POSITION REQUIREMENTS

Education & Experience:

Applicants must meet one of the following or a combination of both experience and education. Thirty (30) semester hour credits are equal to one (1) year of relevant experience.

Possession of a bachelor's degree from an accredited college or university.

-OR-

Four (4) years of professional experience relevant to the position.

Note:

Please refer to the Advancement section located at the bottom of this title specification for a comprehensive list of approved journeyman titles connected to this trainee title. Experience must be related to the journeyman title associated with the position.

Note:

"Professional experience" refers to work that is analytical, evaluative, and interpretive; requires a range of basic knowledge of the profession's concepts and practices; and is performed with the authority to act and make accurate and informed decisions.

License:

Appointee will be required to possess a driver's license valid in New Jersey in order to perform the essential duties of the position.

IMPORTANT NOTES

Note to new appointments:

Starting Salary:

In accordance with N.J.A.C. Title 4A, new appointments will be limited to a starting salary between Step 1 and Step 4 of the salary range.

Trainee Titles:

Appointees to a Trainee title will serve a four (4) month working test period and a one (1) year training period concurrently. Upon successful completion of one (1) year training period, incumbent will be advanced to the journeyman title. A Civil Service examination is not required for this advancement.

Advancement:

Appointees who successfully complete the twelve (12) month training period will be eligible for advancement to the title of Investigator 1, Investigator 1 Unemployment Insurance/Disability Insurance, Investigator 3, Real Estate Commission, and other similar titles designated appropriate by the Civil Service Commission in accordance with the New Jersey Civil Service Commission procedures. The inability of an employee in this trainee title to attain a level of performance warranting advancement to the titles listed above shall be considered as cause for separation.



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GENERAL INFORMATION

Vacancy Notice:

This is not a promotional announcement. Appointment(s) resulting from this posting will be made in accordance with Civil Service Commission rules and regulations.

Foreign Degrees:

Degrees and/or transcripts issued by a college or university outside of the United States must be evaluated for accreditation by a reputable evaluation service at your expense and must be included in your application submission by the closing date.

NJ SAME Program:

In accordance with P.L. 2021, c.465 and P.L. 2021, c.466, the **State as a Model Employer of People with Disabilities (SAME) program** allows qualified individuals with a significant disability to apply for non-competitive and unclassified positions through a fast track hiring process. If you are applying under the "NJ SAME Program", your supporting documents (Schedule A or B letter), must be included in your application submission by the closing date. Reasonable accommodations will be made for qualified candidates with disabilities upon request. For more information, call (609) 292-4144, option 3; email CSC-SAME@csc.nj.gov or visit <https://nj.gov/csc/same/overview/index.shtml>.

NJ Veteran's Preference:

New Jersey's merit system provides absolute veteran preference in employee selection. Qualified veterans are placed at the top of open competitive employment lists and priority on certain certified lists. If you have established NJ Veteran's Preference, a copy of your New Jersey Veteran's Preference card must be included in your application submission by the closing date. For more information, visit: [Civil Service Preference for Veterans](#).

Residency:

In accordance with the New Jersey First Act, P.L. 2011, c.70, requires all employees to reside in the State of New Jersey, unless otherwise exempted under the law. If you do not live in New Jersey, you have one year from the date of appointment to relocate and maintain residence in New Jersey. For more information, visit: <https://nj.gov/labor/lwdhome/njfirst/NJFirst.html>.

Work Authorization:

Selected candidates must be authorized to work within the United States in accordance with United States Citizenship and Immigration Services and the Department of Homeland Security regulations. The State of New Jersey does not permit nor provide sponsorships. Individuals on student visas such as F1, J1, CPT, OPT, CPT, and H1B visas are not eligible for employment.

INSTRUCTIONS TO APPLY

Submissions must be received timely to the email address listed below in order to be considered. Failure to submit all required documents may result in an ineligibility determination. Interviews will be granted on the basis of the resume.

If you are qualified, please submit the documents listed below by 5:00 p.m. on September 26, 2025:

- Cover letter/Letter of interest
- Resume
- Proof of degree (unofficial transcript reflecting the date the degree was awarded or copy of diploma)

Treasury Employment Recruiter

Email address: EmploymentRecruiter@treas.nj.gov

(Please list the "2025- 094 - P Investigator Trainee" in the Subject Line)

THIS POSTING IS AUTHORIZED BY:

Antoinette Sargent (nr)

Antoinette Sargent, Human Resource Officer

The State of New Jersey is an Equal Opportunity Employer