



State of New Jersey

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
PO BOX 081
TRENTON, NJ 08625-0081

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
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Attorney General

WILLIAM H. CRANFORD
Acting Administrator

January 23, 2020
NOTICE OF JOB VACANCY
#20-18

An opportunity currently exists in the classified service with the Department of Law & Public Safety, Division of Consumer Affairs, for applicants who meet the requirements specified below:

TITLE: Investigator 3, Law and Public Safety - Specialized Credentials
Registered Nurse
SALARY: \$59,861.07 to \$84,916.53
LOCATION: Division of Consumer Affairs Enforcement Bureau AND Division of Consumer Affairs Enforcement Bureau
Newark, NJ Cherry Hill, NJ
Statewide travel required for work responsibilities.

NUMBER OF POSITIONS AVAILABLE: One (1) position with travel required between locations.

DUTIES: Under supervision of a Supervising Investigator or other supervisory official in the Division of Consumer Affairs, Enforcement Bureau, conducts in-depth regulatory and administrative audits and inspections of licensed premises; reviews records, files, financial statements, and other transactions to determine compliance with rules or regulations governing state and federal consumer protection and related laws; conducts, under guidance of a team leader, civil and regulatory investigative activities or investigations, requiring specialized credentials or experience, to detect alleged noncompliance with or violations of state or federal consumer protection and related laws, administrative codes, or Professional Rules of Conduct; provides investigative information and assists in the drafting of administrative orders, administrative complaints, and interpretive materials, and performs analysis of complex transactions and applicable consumer protection laws; performs other related work as required.

SPECIALIZED CREDENTIAL: Applicant will be required to possess a license as a Registered Nurse.

REQUIREMENTS

EDUCATION: Graduation from an accredited college with a Bachelor's Degree.

EXPERIENCE: Three (3) years of experience in the conduct of civil or criminal investigations related to compliance, enforcement, detection, and surveillance activity, including the preparation of investigative reports; OR three (3) years of experience in the conduct of investigative administrative audits and/or regulatory examinations of records maintained by businesses and organizations; OR three (3) years of experience in the conduct of investigations for the government, the military, consumer protection programs, public advocacy organizations, or the public interest.

NOTE: Appointee will be required to possess a valid license, certificate, or registration issued by the State of New Jersey to engage in practices relevant to the professional or occupational specialties of the assigned position.

The responsibility for ensuring that appointees possess the license, certificate, or registration appropriate to the function and content of the assigned work area rests with the appointing authority and shall be monitored by the Civil Service Commission.

Applicants who do not possess the required education may substitute experience as indicated on a year-for-year basis.

Completion of a supervised internship field placement of 300 hours in an undergraduate curriculum in Criminal Justice or a related degree program may be substituted for one (1) year of the non-supervisory experience. A copy of your transcript indicating completion of the internship as part of your undergraduate degree program must be provided in order to meet this substitution requirement. Failure to do so may result in disqualification from eligibility.

A Juris Doctorate degree or a Master's Degree in Criminal Justice, Public Administration, Business Administration, Law, or other related field may be substituted for one (1) year of the non-supervisory experience.

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

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 disqualification.

If qualified, please send a cover letter indicating interest in job vacancy #20-18 with desired location preference, current resume, a copy of college transcripts (for internships only), and proof of specialized credentials to:

Recruitment Coordinator
LPS.Humanresources@njoag.gov

-OR-

Recruitment Coordinator
Office of the Attorney General
P.O. Box 081
Trenton, NJ 08625-0085

Applications will be accepted until the vacancy has been filled.

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.

