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GOVERNOR

STATE OF NEW JERSEY
OFFICE OF THE ATTORNEY GENERAL
DEPARTMENT OF LAW AND PUBLIC SAFETY
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July 17, 2017
NOTICE OF JOB VACANCY
#17-174

An opportunity currently exists in the unclassified service within the Department of Law & Public Safety, Division of Criminal Justice, for applicants who meet the requirements specified below:

TITLE: Investigator 1, Law & Public Safety
SALARY: \$45,053.25 to \$63,537.63
LOCATION: Division of Criminal Justice
Forfeiture Unit
Location TBD- Trenton, Whippany, or Cherry Hill

NUMBER OF POSITIONS AVAILABLE: Two (2)

DUTIES: Under close supervision of a Supervising Investigator, Detective, Bureau Chief or other supervisory official in the Department of Law and Public Safety, Division of Criminal Justice, an Investigator 1, Law and Public Safety is responsible for assisting with investigation of the Division's forfeiture cases involving significant assets; coordinates the examination of financial aspects of the investigation in cooperation with Detectives, Deputy Attorneys General and others, as required; obtains financial records, including utilization of various financial databases; compiles detailed financial findings and conclusions; drafts affidavits to obtain seizure orders; works with Property Management to track disposition of assets; assists with training about asset forfeiture; and performs other duties as required.

REQUIREMENTS

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

EXPERIENCE: One (1) year of experience in the conduct of civil or criminal investigations related to compliance, enforcement, detection, or surveillance activity; including the preparation of investigative reports; **OR** One (1) year of experience in the conduct of investigative administrative audits and/or regulatory examinations of records maintained by businesses and organizations; **OR** One (1) year of experience in the conduct of investigations for the government, the military, consumer protection programs, public advocacy organizations, or the public interest.

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. College transcripts are required to meet this substitution; failure to provide may result in ineligibility.

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: 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 required to perform the essential duties of the position.

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 will result in your ineligibility.

If interested, please send a cover letter indicating job vacancy #17-174, current resume and college transcripts, if necessary, before the closing date of July 31, 2017 to:

Recruitment Coordinator:
LPS.Humanresources@lps.state.nj.us **-OR-** Recruitment Coordinator
Office of the Attorney General
Human Resource Management
P.O. Box 081, Trenton, NJ 08625-0085

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.

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