



# State of New Jersey

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

PHILIP D. MURPHY  
*Governor*

TAHESHA L. WAY  
*Lt. Governor*

MATTHEW J. PLATKIN  
*Attorney General*

ERIN ZIPPEL  
*Chief Administrative Officer*

## October 25, 2024 NOTICE OF JOB VACANCY #24-393

Opportunities currently exist in the classified service with the Department of Law and Public Safety, Division of Consumer Affairs, for applicants who meet the requirements specified below:

**TITLE:** Investigator 3, Law & Public Safety

**SALARY:** \$68,049.63 to \$96,532.47

**LOCATION:** [Division of Consumer Affairs](#)  
Bureau of Securities  
153 Halsey Street  
Newark, NJ. 07102

**NUMBER OF POSITIONS AVAILABLE:** Three (3)

**DUTIES:** Under general supervision of a Supervising Investigator or other supervisory official in the Division of Consumer Affairs, Bureau of Securities, will appropriately plan for investigations, objectively documents all aspects of investigations, including interviews/depositions and analysis of detailed financial records, report the results of all investigations in an objective factual manner with appropriate recommendations, provide critical support to Division of Law in preparing cases for legal action, constantly alert for violations of the Uniform Securities Law. Investigator 3 will advise supervisor of status of investigations as required, write investigative reports, complete case status updates as required, needed, or requested in a timely and accurate manner, request the issuance of investigative subpoenas or access requests where necessary. Performance of other related duties as assigned or required.

### **REQUIREMENTS**

**NOTE:** 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.

Seven (7) years of professional experience in the conduct of civil or criminal investigations related to compliance, enforcement, detection, and surveillance activity, including the preparation of investigative reports. **OR** Seven (7) years of professional experience in the conduct of investigative administrative audits and/or regulatory examinations of records maintained by businesses and organizations. **OR** Seven (7) years of professional experience in the conduct of investigations for the government, the military, consumer protection programs, public advocacy organizations, or the public interest.

**OR**

Possession of a bachelor's degree from an accredited college or university; and three (3) years of the above-mentioned professional experience.

**OR**

Possession of a juris doctorate or a master's degree in Criminal Justice, Public Administration, Business Administration, Law, or a related field; and two (2) years of the above-mentioned professional experience.

**NOTE:** 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.

**NOTE:** "Professional experience" refers to work that is creative, analytical, evaluative, and interpretive; requires a range and depth of specialized knowledge of the profession's principles, concepts, theories, and practices; and is performed with the authority to act according to one's own judgment and make accurate and informed decisions.

**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 necessary to perform the essential duties of the position.

**PREFERENCE:** Preference will be given to applicants with a J.D. and experience in a compliance role at a financial institution, bank, broker-dealer, insurance company or investment adviser or at a law firm representing such institutions.

**SAME APPLICANTS:** If you are applying under the NJ "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 visit <https://nj.gov/csc/same/overview/index.shtml>, email: [CSC-SAME@csc.nj.gov](mailto:CSC-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 #24-393, a current resume and a copy of your final unofficial transcripts and/or foreign degree evaluation (for education credit), to the Recruitment Coordinator via email at [Recruit@dca.njoag.gov](mailto:Recruit@dca.njoag.gov) on or before the closing date of **November 8, 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.

