



State of New Jersey

PHILIP D. MURPHY
Governor

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

ANDREW J. BRUCK
Attorney General

SHEILA Y. OLIVER
Lt. Governor

WILLIAM H. CRANFORD
Chief Administrator Officer

August 23, 2021 NOTICE OF JOB VACANCY #21-291

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 listed below:

TITLE: Chief Investigator, Law and Public Safety

SALARY: \$90,556.76 to \$129,427.04

LOCATION: Division of Consumer Affairs
Office of Consumer Protection
Regulated Business Unit
Newark, NJ 07102

NUMBER OF POSITIONS AVAILABLE: One (1)

The Chief serves as the Assistant Deputy Director in the Office of Consumer Protection within the Division of Consumer Affairs and is responsible for the administration of all aspects of the Regulated Business Unit (RBU). The Regulated Business Unit oversees the licensing and/or registration of approximately 20 types of businesses throughout the State, and regulates approximately 53,000 businesses, including 48,000 home improvement contractor businesses.

DUTIES: Under general supervision of the Director, Division of Consumer Affairs, or other supervisory official in the Department of Law and Public Safety, the Chief is responsible for the coordination of investigative policy and programs, administration of confidential and sensitive administrative and regulatory audits, coordination of civil and licensing investigations for the detection of alleged noncompliance with or violations of New Jersey state statutes, or administrative codes, or Professional Rules of Conduct for the purpose of consumer protection; performs other related duties as required.

REQUIREMENTS

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

EXPERIENCE: Six (6) 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** six (6) years of experience in the conduct of investigative administrative audits and/or regulatory examinations of records maintained by businesses and organizations; **OR** six (6) years of experience in the conduct of investigations for the government, the military, consumer protection programs, public advocacy organizations, or the public interest; **AND** three (3) years of the six (6) years of experience shall have been in the administration of investigative programs, initiatives, and regulatory and administrative audits.

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

Graduation from an accredited college or university with a Master's Degree in Criminal Justice, Public Administration, Business Administration, or a related field may be substituted for one (1) year of the indicated nonsupervisory experience.

LICENSE: Appointee 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 may result in your ineligibility.

If qualified, please send a cover letter indicating interest in job vacancy announcement #21-291 and a current resume on or before the closing date of September 6, 2021 to:

Recruitment Coordinator
LPS.Humanresources@njoag.gov

-OR-

Recruitment Coordinator
Division of Administration
P.O. Box 081, Trenton, NJ 08625-0081

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.

