POSITION DESCRIPTION

The State of New Jersey, Division of Investment seeks a Deputy Director/Deputy Chief Investment Officer. Under the direction of the Division Director, the Deputy Director is responsible for managing and providing leadership to the Division’s professional staff including attracting, motivating, developing, retaining exceptional talent and ensuring efficient coordination and execution of goals. Duties include, but are not limited to: advising and assisting in developing investment policies, including asset allocation policies, and in selecting investment advisors and consultants; managing the investments of the Pension Fund and other funds to maximize risk-adjusted returns; supervising in-house investment and operations staff; facilitating engagement with minority- and women-owned (MWBE) broker/dealers, consultants, advisors and fund managers; serving as a member of the Division’s Asset Allocation Committee and as the Director’s designated representative on the board of various State entities as requested; participating in the expansion of the Division’s capabilities, including the upgrading of technology and the filling of key staffing vacancies; addressing and assisting on matters related to media inquiries; assisting on reports to the Council, the Board, the Legislature and the public regarding investment performance and other matters as required; and promoting the highest standards of integrity and professionalism within the Division, the investment process and the governance of the Pension Fund.

Standard workweek is Monday through Friday. This position may be eligible to participate in the Department's pilot telework program, which offers eligible employees the opportunity to work remotely for up to two (2) days per week, as approved by management. Details will be made available throughout the interview process. Position offers a comprehensive benefits package including medical, dental and prescription drug coverage, benefit leave, Pension, supplemental pension plan, tax saving programs, and paid holidays.

POSITION REQUIREMENTS

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

Experience: Eight (8) years of experience involving investment research, trading of securities, and other related investment functions, three (3) years of which shall have been in a policy making management level.

IMPORTANT NOTES

Foreign Degrees: Degrees and/or transcripts issued by a college or university outside of the Unites States must be evaluated for accreditation by a reputable evaluation service at your expense. The evaluation must be included with your application submission. Failure to submit the required evaluation may result in an ineligibility determination.

Residency: In accordance with the New Jersey First Act, P.L. 2011, c.70, new public employees are required to establish and maintain principle residence in New Jersey within one (1) year of employment. For more information, please visit: https://nj.gov/labor/lwdhome/njfirst/NJFirst.html.

Work Authorization: Applicants must possess acceptable work authorization in the United States in accordance with United States Citizenship and Immigration Services and Department of Homeland Security regulations. Candidates on student visas, F1 visas, or H1B visas are not eligible for employment at this time.
INTRUCTIONS TO APPLY

If you are qualified, please submit the documents listed below by 5:00 p.m. on July 8, 2022:

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

Treasury Employment Recruiter
Email address: EmploymentRecruiter@treas.nj.gov
(Please list the “2022-045-P – Deputy Director” in the Subject Line)

Submissions must be received timely to the email address listed above 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.

THIS IS NOT A PROMOTIONAL ANNOUNCEMENT
Appointment(s) resulting from this posting will be in accordance with Civil Service Commission rules and regulations.

Authorized by: Antoinette Sargent
Antoinette Sargent, Human Resource Officer

The State of New Jersey is an Equal Opportunity Employer