



State of New Jersey

PHILIP D. MURPHY
Governor

DIVISION OF ADMINISTRATION
DEPARTMENT OF LAW AND PUBLIC SAFETY
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GURBIR S. GREWAL
Attorney General

SHEILA Y. OLIVER
Lt. Governor

WILLIAM H. CRANFORD
Chief Administrative Officer

December 5, 2020 NOTICE OF JOB VACANCY #20-275

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

TITLE: Deputy Attorney General 4

SALARY: \$82,527.28 to \$117,772.00

LOCATION: Division of Law
Financial Affairs & State Contracting Practice Group
Treasury – Revenue, Estates and Taxation Section
Hughes Justice Complex
Trenton, NJ

NUMBER OF POSITIONS AVAILABLE: Three (3) vacancies

The Treasury – Revenue, Estates and Taxation (“TREAT”) Section provides legal representation and advice to many divisions and agencies within the Department of the Treasury, including the Division of Taxation, the Unclaimed Property Administration, the Division of Revenue and Enterprise Services, and the State Lottery. Deputies in the TREAT Section are assigned a variety of cases and matters, including litigation and counseling assignments. Deputies can expect to appear in the Tax Court and, as needed, in the Appellate Division, New Jersey Supreme Court, Federal Bankruptcy Court and Federal District Court, with the guidance of seasoned supervisors.

DUTIES: Under the supervision of Assistant Attorneys General in the Financial Affairs Practice Group, the Section Chief and/or the Assistant Section Chief of the TREAT Section, provides legal counsel and representation to agencies within the Department of the Treasury, including the Division of Taxation, the Unclaimed Property Administration, the Division of Revenue and Enterprise Services, and the State Lottery; performs other related work as required.

REQUIREMENTS

EDUCATION: Graduation from an accredited law school with a Juris Doctor. Admission to practice as an Attorney at Law in the State of New Jersey is required.

EXPERIENCE: Two (2) years of experience as a practicing attorney.

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 necessary to perform the essential duties of the position.

SPECIAL NOTE: Current Department employees appointed to a Deputy Attorney General 4 title must be willing to accept a lateral transfer, if selected.

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, applicants must complete a Division of Law attorney application for employment, found at www.nj.gov/oag/dol-hiring. While completing the application you will be instructed to upload supporting documents including but not limited to: a resume, cover letter indicating interest in vacancy #20-275, a copy of your Certificate of Good Standing with the Supreme Court of New Jersey, a legal writing sample (unedited by others), a copy of your unofficial law school transcripts (self-prepared transcripts are not accepted), and an Affirmative Action form. All items must be submitted together, in one package, on or before the closing date of January 8, 2021.

**Current Division of Law employees need only send a resume and cover letter to DOL.Applicant@law.njoag.gov
DOL applicants submitting via email must include #20-275 DAG 4 TREAT Section in the subject-line.**

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.

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.

