



CHRIS CHRISTIE  
GOVERNOR

**STATE OF NEW JERSEY**  
OFFICE OF THE ATTORNEY GENERAL  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
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**June 9, 2017**  
**NOTICE OF JOB VACANCY**  
**#17-151**

An opportunity currently exists in the classified service with the Department of Law and Public Safety, Division of State Police, for applicants who meet the requirements listed below:

**TITLE:** Investigator 2, Law and Public Safety  
**SALARY:** \$49,263.43 to \$69,662.11  
**LOCATION:** Division of State Police  
Office of Professional Standards - Intake Unit  
810 Bear Tavern, Suite 310  
West Trenton, NJ

**NUMBER OF VACANCIES:** One (1)

**DUTIES:** Under limited supervision of a Supervising Investigator or under the guidance of an Investigator 4, or other supervisory official within the Division of State Police, receives and analyzes written and telephonic complaint allegations against enlisted members of the Division of State Police. Conducts telephone interviews with complainants to gather and review documentation of allegations. Answers the RACAL line and collects initial information, prepares internal investigation forms, enters information into the case tracking system, and sends case information to the appropriate commander's office for recommendation. Analyzes allegations and reviews case information to determine the correct classification. Prepares thorough, clear and concise written reports regarding allegations. Conducts interviews with complainants and witnesses involved in pending investigations. Reviews, evaluates, and renders accurate and thorough investigative conclusions regarding all documentation; performs other related duties when required.

**REQUIREMENTS**

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

**EXPERIENCE:** Two (2) 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**

Two (2) years of experience in the conduct of investigative administrative audits and/or regulatory examinations of records maintained by businesses and organizations;

**OR**

Two (2) years 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. Applicants must submit a copy of college transcript(s), which shows that an internship was completed as part of an undergraduate curriculum (3 credit hours earned) in Criminal Justice or a related field in order to meet this substitution. Failure to submit a transcript may result in disqualification.

A Juris Doctorate degree or a Master's Degree in Criminal Justice, Public Administration, Business Administration, Law, or a related field may be substituted for one (1) year of the non-supervisory 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 will result in disqualification.

***If interested, please send a cover letter indicating job vacancy #17-151, current resume, and college transcript(s), if applicable, before the closing date of June 23, 2017 to:***

[njsp\\_resumes@gw.njsp.org](mailto:njsp_resumes@gw.njsp.org)

**-OR-**

*Terri Kuntz, Manager 1  
Division of State Police  
Office of Human Resources  
PO Box 7068  
W. Trenton, NJ 08628-0068*

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.

