



# State of New Jersey

OFFICE OF THE ATTORNEY GENERAL  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF STATE POLICE  
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PHILIP D. MURPHY  
Governor

TAHESHA L. WAY  
Lt. Governor

MATTHEW J. PLATKIN  
Acting Attorney General

COLONEL PATRICK J. CALLAHAN  
Superintendent

**October 15, 2024**  
**NOTICE OF JOB VACANCY**  
**#EMS 04-24P**

Opportunities currently exist within the Department of Law and Public Safety, Division of State Police, for applicants who meet the requirements listed below:

**TITLE:** Analyst Trainee  
**SALARY:** \$54,351.06 - \$56,828.70 (40 ww)  
**LOCATION:** Division of State Police  
Emergency Management Section  
Emergency Response Bureau  
Division Headquarters  
West Trenton, NJ 08628

**NUMBER OF VACANCIES:** Two (2)

**DUTIES:** Under the direction of a supervisor in a state department or agency, as a trainee and productive worker, receives on the job training in analytic practices/procedures and application and research and preparation of reports, completes assignments which will provide practical analyst experience and/or learns to review and analyze financial reports; does other related work.

## **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.

Four (4) years of professional experience relevant to the position **OR** possession of a bachelor's degree from an accredited college or university.

**NOTE:** "Professional experience" refers to work that is analytical, evaluative, and interpretive; requires a range of basic knowledge of the profession's concepts and practices; and is performed with the authority to act 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.

**RESUME NOTE:** Eligibility determinations will be based upon information presented in the 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 your ineligibility.

**SAME APPLICANTS:** If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME program, visit their website at: [SAME Program \(nj.gov\)](http://SAME Program (nj.gov)), or call CSC at (609) 292-4144, option 3.

***If interested, please send a cover letter indicating job vacancy number, copy of your transcript, which indicates the date your degree was conferred (required), and a current resume before the closing date of **October 28, 2024** to:***

[NJSPResumes@njsp.gov](mailto:NJSPResumes@njsp.gov)

