STATE OF NEVADA

OFFICE OF THE ATTORNEY GENERAL

100 North Carson Street
Carson City, Nevada 89701

ADAM PAUL LAXALT
Attorney General

WESLEY K. DUNCAN
Assistant Attorney General

NICHOLAS A. TRUTANICH
Chief of Staff

Unclassified Position Announcement
Open Competitive

DEPUTY ATTORNEY GENERAL
BUREAU OF LITIGATION

POSITION TITLE: Deputy Attorney General – Bureau of Litigation, Appellate Division.

GROSS SALARY: Depending on experience, the salary range is:

$71,639.28 - $95,650.00 Employee/Employer Paid
$63,468.10 - $84,740.00 Employer Paid

DUTY STATION: Carson City General Offices. Occasional travel is required. The travel may be within or without the United States.

POSITION STATUS: Exempt (FLSA); serves at the will of the Attorney General; employment with the Attorney General's Office is contingent upon completion of NCIC/NCJIS, and a fingerprint criminal history check.

The deadline to submit applications is **June 19, 2015**. Applications/resumes received for this position after this date will not be accepted or considered.

POSITION SUMMARY: Reporting to the Solicitor General, this unclassified position is responsible for defending federal and state habeas cases, and performing such other duties as are assigned by the Solicitor General and supervising Senior Deputy Attorney General. This position will have no direct supervisory responsibilities.

QUALIFICATIONS

MINIMUM EDUCATION AND BACKGROUND: Graduation from an accredited four year college or university and graduation from an accredited law school. The applicant

should have a minimum of two (2) years' experience in criminal law with prosecution and/or criminal appeals experience at the county, State, or federal level. The applicant should have a working knowledge of Nevada criminal statutes, Nevada criminal procedure, Nevada rules of evidence, and Nevada and federal appellate procedure. The applicant should also have a working knowledge of the federal constitutional bases of criminal procedure. Prior experience defending federal habeas actions is preferred. Excellent writing skills are required.

Applicants must possess a valid Nevada driver's license at the time of appointment and for continuing employment.

SKILLS REQUIRED: Applicants must possess skill in effective written and verbal communication; required skills also include planning, prioritizing and executing timelines without the need for supervision. Applicants must be highly professional, well-organized, self-motivated, punctual and prompt, and must possess leadership skills.

PHYSICAL DEMANDS: This position requires mobility to work in a typical office setting and to use standard office equipment and to travel to offices and courts in various parts of the State and out of the State. It also requires vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. The applicant must be able to speak in a clear and understandable manner, and to hear and respond to questions posed. Reasonable accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

This position announcement lists the major duties and requirements of the job and is not all-inclusive. The successful applicant will be expected to perform additional job-related duties and may be required to have or develop additional specific job-related knowledge and skills.

Interested applicants must submit their cover letter, detailed resume, writing sample and a list of 3 professional references by **June 19, 2015** to:

Jan Riherd, Supervising Legal Secretary
Office of the Attorney General
100 N. Carson
Carson City, Nevada 89701
E-mail: jriherd@ag.nv.gov
FAX: (775) 684-1108

The Attorney General's Office is an equal opportunity employer.