



STATE OF NEVADA
OFFICE OF THE ATTORNEY GENERAL
BUREAU OF CONSUMER PROTECTION

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Attorney General

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*Consumer Advocate
Chief Deputy Attorney General*

October 16, 2013

***Unclassified Position Announcement
Open Competitive***

**Bureau of Consumer Protection
Carson City**

POSITION TITLE: Deputy Attorney General.

APPROXIMATE GROSS SALARY:

Employee/Employer paid = \$71,639.28 - \$95,650.00
Employer paid = \$63,468.10 - \$84,740.00

DUTY STATION: Carson City, Nevada.

POSITION STATUS: Full-time, unclassified position, exempt (FLSA); Serves at the will of the Consumer Advocate; contingent upon completion of NCIC/NCJIS and a fingerprint criminal history check.

POSITION SUMMARY: The Bureau of Consumer Protection enforces the Nevada Deceptive Trade Practices (NRS 598) and the Unfair Trade Practices (NRS 598A) statutes. In addition, the Bureau works closely with the National Association of Attorneys General by participating in a wide variety of multistate consumer protection cases.

POSITION CHARACTERISTICS: Expected to perform with a high degree of skill, responsibility, and self-motivation. The person chosen for the position will have superior legal research and writing skills, fully-developed public speaking ability, good interpersonal skills and knowledge of State and federal court procedures.

EXAMPLES OF DUTIES: Typical duties of the position include prosecution of violations of multi-state or Nevada deceptive trade laws following investigations or as referred to the BCP by another agency, or in a collaborative effort with a number of states. Deputies in the Bureau participate in consumer education, outreach and public

information activities related to cases and consumer protection issues in general. Some overnight travel is required.

QUALIFICATIONS

KNOWLEDGE REQUIRED: This position requires knowledge of substantive law and regulation in the area of state and federal unfair and deceptive trade practices statutes, the powers and duties of the State Attorney General and the Consumers' Advocate; the legislative process; State and federal civil and appellate procedure, the rules of evidence, and the rules of ethics in the practice of law.

SKILLS REQUIRED: Applicants must possess effective written and verbal communication skills. They must demonstrate effective advocacy and the ability to analyze complex legal problems, as well as the proper application of legal principles to resolve matters. Required skills also include ability to work in a team environment in collaboration with other attorneys, legal researchers, and support staff; the ability to compile and summarize information and prepare periodic or special reports related to case assignments; and the ability to contribute effectively to the accomplishment of team or office goals, objectives, and activities. Applicants must be highly professional, well-organized, and self-motivated.

PHYSICAL DEMANDS: This position requires mobility to work in a typical office setting and use standard office equipment and to travel to client offices and courts in various parts 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. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

EDUCATION AND EXPERIENCE: Applicants must possess a certificate of admission to the Bar of the State of Nevada and be eligible to practice law before the courts of the State of Nevada and the federal district and appellate courts. Salary is commensurate with experience and is subject to reduction for mandated unpaid furloughs. **New bar passers are encouraged to apply.**

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

Candidates should e-mail, fax or deliver a cover letter, resume and a writing sample by October 25, 2013, although resumes will continue to be accepted until the position is filled.

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