



STATE OF NEVADA
OFFICE OF THE ATTORNEY GENERAL
555 E. Washington Ave. Suite 3900
Las Vegas, Nevada 89101

ADAM PAUL LAXALT
Attorney General

WESLEY K. DUNCAN
First Assistant Attorney General

NICHOLAS A. TRUTANICH
First Assistant Attorney General

**Unclassified Position Announcement
Open Competitive**

**DEPUTY ATTORNEY GENERAL
BUREAU OF CRIMINAL JUSTICE
FRAUD UNIT**

POSITION TITLE: Deputy Attorney General

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

PERS Employee/Employer Paid = \$73,789.92 - \$98,539.00
PERS Employer Paid= \$64,728.00 - \$86,437.00

DUTY STATION: Las Vegas. Occasional travel throughout Nevada may be required.

POSITION STATUS: Exempt (FLSA); unclassified position entitled to standard state benefits; serves at the will of the Attorney General. This position is funded through the proceeds of a settlement rather than through the State's general fund. Employment is contingent upon successful completion of a NCIC/NCJIS and a fingerprint criminal history check.

POSITION SUMMARY: Reporting to the Chief Deputy Attorney General of the Prosecution Division, this unclassified position is responsible for prosecuting financial fraud cases and performing such other duties as assigned. Duties include preparing written pleadings and briefs, legal research, and conducting preliminary hearings, grand jury proceedings and jury trials. The position will have no direct supervisory responsibilities.

QUALIFICATIONS

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

PREFERRED EXPERIENCE: Two (2) years of experience in criminal law with prosecution experience at the county, state or federal level is preferred although

equivalent experience will be considered. If the applicant graduated from law school within the last year, relevant externship/internship experience in criminal law will be considered. The applicant's legal background should include current or recent experience in some or all of the following areas to be competitive: reviewing and preparing cases for trial, interviewing witnesses for trial, working with law enforcement officers, conducting preliminary hearings and grand juries, and conducting bench and jury trials. The applicant must have working knowledge of the Nevada criminal statutes, Nevada Rules of Professional Conduct, Nevada rules of evidence, local court rules and Nevada Rules of Appellate Procedure and Constitutional law.

SKILLS REQUIRED: Applicants must be skilled in verbal communication, written communication, planning, prioritizing and executing timelines without the need for supervision. Applicants must be highly professional, well-organized, self-motivated, and punctual.

PHYSICAL DEMANDS: This position requires sufficient mobility to work in a typical office setting, to use standard office equipment, and to travel to offices and courts in various parts of the state. It also requires sufficient vision to read print on paper and on screen; and the ability 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 accommodations may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodations.

Applicants must possess a valid Nevada driver's license at the time of appointment and for continuing employment, and must be admitted to and in good standing, with the State Bar of Nevada.

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, resume, writing sample, and a list of three professional references by **November 14, 2016** to:

Julie A. Fox-McCullough, Supervising Legal Secretary
Bureau of Criminal Justice, Fraud Unit
Office of the Attorney General
555 E. Washington Avenue, Suite 3900
Las Vegas, Nevada 89101-1068
FAX: (702) 486-0660
Email: jfox@ag.nv.gov

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