



STATE OF NEVADA  
OFFICE OF THE ATTORNEY GENERAL

555 E. Washington Ave. Suite 3900  
Las Vegas, Nevada 89101

ADAM PAUL LAXALT  
*Attorney General*

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*Assistant Attorney General*

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*Chief of Staff*

***Unclassified  
Open Competitive  
Position Announcement***

**SENIOR DEPUTY ATTORNEY GENERAL  
BUREAU OF CRIMINAL JUSTICE  
Insurance Fraud Control**

**POSITION TITLE:** Senior Deputy Attorney General

**APPROXIMATE GROSS SALARY:** Employee/Employer Paid = \$96,402.96 - \$106,904.00  
Employer Paid = \$85,407.24 - \$94,711.00

**DUTY STATION:** Las Vegas Attorney General Office. Occasional travel throughout Nevada may be required.

**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 **March 25, 2015**. Applications/resumes received after this date will not be accepted.

**POSITION SUMMARY:** Reporting to the Director/Supervising Deputy Attorney General of the Fraud Unit. This unclassified Senior Deputy Attorney General position is responsible for prosecuting Fraud cases assigned by the Supervisor of the Fraud Unit. While the position will have no direct supervisory responsibilities, duties will also include counsel or advice to superiors, peers, subordinates and assigned clients, as appropriate. The Senior Deputy Attorney General position is a leadership position requiring competencies exceeding that of a Deputy Attorney General without the need for regular supervision. The position is responsible for complex professional legal work in the performance of professional legal services included in the performance of a variety of administrative, civil and/or criminal prosecutions and defenses before administrative and judicial tribunals in the State of Nevada.

## **QUALIFICATIONS**

**MINIMUM EDUCATION AND BACKGROUND:** Graduation from an accredited four year college or university and graduation from an accredited law school. Applicants should have a minimum of 3 years as a Deputy Attorney General; or 4 or more years as a licensed and practicing attorney with 1 year as a Deputy Attorney General; or 7 or more years as a licensed and practicing attorney. Two (2) years' experience in criminal law with prosecution experience at the County, State or Federal level preferred. The applicant's background must include current experience in reviewing and preparing cases for trial, interviewing witnesses, working with law enforcement officers, conducting preliminary hearings and/or grand juries and conducting bench and/or jury trials. The applicant must have a working knowledge of Nevada criminal statutes, Nevada rules of evidence, local court rules and Nevada appellate procedure.

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. Applicants should have demonstrated above average skill in legal research and writing, interpreting and applying laws, court decisions, and legal points and authorities in the representation of clients and/or in litigating civil or criminal cases. Applicants should have demonstrated ability to work productively and effectively with other attorneys and support staff, showing a desire and willingness to mentor and engage in meaningful knowledge transfer to superiors, peers, and subordinates in both formal and informal settings. Applicants should possess proven interpersonal skills which ensure effective communication with other staff, opposing counsel, judges, the media, and authorities within the executive branch. Applicants should have a demonstrated commitment to the function and operation of the Office of the Attorney General.

**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. 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** should send their letter of interest and resume by way of e-mail, fax or regular mail to:

Robert G. Giunta  
Director/ Insurance Fraud Unit  
555 East Washington Avenue, Suite 3900  
Las Vegas, NV 89101  
rgiunta@ag.nv.gov  
FAX: (702) 486-2377

Please submit the foregoing no later than close of business on **March 25, 2015**.

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