



STATE OF NEVADA

OFFICE OF THE ATTORNEY GENERAL  
BUREAU OF CONSUMER PROTECTION

100 North Carson  
Carson City, Nevada 89701

ERNEST D. FIGUEROA  
*Consumer Advocate*  
*Chief Deputy Attorney General*

MARK J. KRUEGER  
*Consumer Counsel*  
*Chief Deputy Attorney General*

***Unclassified Position Announcement***  
***Open Competitive***

**BUREAU OF CONSUMER PROTECTION**

**POSITION TITLE:** Deputy Attorney General – BCP

**GROSS SALARY:** Depending on experience, the salary range is approximately:  
\$78,283.30 - \$104,540.00 (Employee/Employer Paid)  
\$68,669.94 - \$91,701.00 (Employer Paid)

**PRIMARY DUTY STATION:** Carson City. Occasional travel throughout Nevada is required. Travel throughout the United States may also be required.

**POSITION STATUS:** Exempt (FLSA); unclassified position entitled to standard state benefits; serves at the will of the Consumer Advocate. Employment is contingent upon completion of a background check including a fingerprint criminal history check through NCIC/NCJIS.

**POSITION SUMMARY:** Reporting to the Consumer Advocate and Consumer Counsel, this unclassified position's primary responsibility will be to assist in the preparation, prosecution, and enforcement, of claims relating to consumer protection, including but not limited to, the areas outlined in NRS 228.380(1), and other matters as assigned. The position handles cases in all levels of state and federal courts, including administrative proceedings. The position routinely handles large, complex, multi-jurisdiction cases, individually and through a team approach. Assignments will include development, implementation, and coordination of strategies and advocacy with other States and/or federal entities, as well as representing the Bureau of Consumer Protection and the Nevada Attorney General in various multistate matters. The position requires experience in working independently with emphasis on case management as well as processing multiple documents, reports and pleadings of various financial and other subject matters. The attorney will work closely with

law enforcement partners, investigators, technical staff, experts, and other state and federal agencies, through a team approach in various investigations, cases, and other matters as assigned. The position requires processing multiple documents, reports, and exhibits of various subject matters through, primarily but not limited to, an electronic discovery platform. This position also provides support to other positions in the BCP, including but not limited to, legal research, writing, and court appearances.

## QUALIFICATIONS

**MINIMUM EDUCATION AND BACKGROUND:** Applicants must have graduated from an accredited four-year college or university and graduated from an accredited law school. Applicants must possess a certificate of admission to the Bar of the State of Nevada and be eligible to practice law before all courts of the State of Nevada, and Nevada federal district courts. The applicant must have a working knowledge of administrative, civil and criminal procedure, Nevada rules of evidence, local court rules, Nevada appellate procedure, as well as corresponding federal rules and procedure. Preferred candidates will have prior experience in areas of reviewing and preparing cases for trial, interviewing and examining witnesses, with particular emphasis on interviewing and examining expert witnesses, conducting depositions, handling all aspects of discovery including proficiency with electronic discovery tools, trial strategy, and conducting bench and jury trials. Experience with e-discovery platform Everlaw is a plus.

**SKILLS REQUIRED:** Applicants must possess effective analytical, written, and verbal communication skills; other required skills include planning, prioritizing and executing timelines without the need for supervision. Applicants must be highly professional, well-organized, self-motivated, and punctual. Applicants must possess leadership skills as well as the ability to work in a group collaborative team environment.

**PHYSICAL DEMANDS:** This position requires mobility to work in a typical office setting, use standard office equipment, and 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 must submit a cover letter (including how you heard about the position), one-page resume, writing sample, and a list of three professional references to:

Jana Whitson  
Supervising Legal Secretary  
Office of Attorney General  
Bureau of Consumer Protection  
100 N. Carson Street  
Carson City, NV 89701  
Email: [bcpserv@ag.nv.gov](mailto:bcpserv@ag.nv.gov)

**“ANNOUNCEMENT OPEN UNTIL FILLED”**

*The State of Nevada is committed to Equal Employment Opportunity/Affirmative Action in recruitment of its employees and does not discriminate on the basis of race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages.*