



Department of Human Resources & Civil Service

Job Announcement

Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

TITLE: DEPUTY COUNTY ATTORNEY

SALARY: \$85,000 - \$110,000 annually based on experience

LOCATION: Monroe County Department of Law Department (General Legal Services Division)

JOB SUMMARY:

The Monroe County Law Department is seeking an attorney to serve in its General Legal Services Division. The General Legal Services Division provides legal advice and counsel to all county departments and offices. The employee(s) works under the general supervision of the County Attorney and/or one or more senior level Deputy County Attorneys.

CHARACTERISTICS OF THE IDEAL CANDIDATE(S):

1. The attorney(s) must be duly licensed to practice law in the State of New York.
2. The ideal candidate(s) will have at least three years of experience in municipal law or general corporate practice. Prior experience with real estate law, construction law, or public finance law is a plus.
3. The attorneys(s) must have the ability to work well with judges, lawyers, court administrators, and other individuals within the court system.

SPECIAL REQUIREMENTS:

This position is subject to a background check for criminal convictions. Convictions will be considered but will not automatically disqualify the candidate. No criminal background check will occur until after a conditional offer of employment has been made, unless required prior to a conditional offer because of the nature of the position or otherwise required by law.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

ADDITIONAL INFORMATION:

Monroe County full-time employees will receive a \$1,000 quarterly retention payment each quarter in 2024!

Visit: <https://www.monroecounty.gov/hr-choosemonroe> for more information on our county's generous paid time off, 14 holidays and more.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

**APPLY ONLINE APPLY ONLINE
INCLUDE RESUME, COVER LETTER AND WRITING SAMPLE**

Posting Date: May 1, 2024

Posting Deadline: Until filled