

NOTICE OF JOB OPENING

GRANT POSITION

Posting Begins	January 4, 2018	Posting Ends	January 17, 2018
-----------------------	-----------------	---------------------	------------------

Position Title	ASSISTANT DISTRICT ATTORNEY (SPECIAL ASSIGNMENTS)
-----------------------	--

Department	District Attorney's Office	Division	
-------------------	----------------------------	-----------------	--

X	New Position	X	Full-time	40+	Hrs./Week
	Replacement		Part-time A		Hrs./Week
	Seasonal Temporary		Part-time B		Hrs./Week

Location of Position	District Attorney's Office
-----------------------------	----------------------------

BRIEF JOB DESCRIPTION: Responsible for reviewing and assessing domestic violence and sex offense cases submitted for prosecution, evaluating special project needs and implementing all means to effectively complete the project. This position serves as a liaison for attorneys, police officers, judges, probation officers, court staff, victims, witnesses, family members, and the public who many have questions about cases. In addition, this position will negotiate with other attorneys, prepares all pleadings and arguments for cases on appeal and performs other routine duties.

MINIMUM QUALIFICATIONS: Graduation from an accredited school of law, Juris Doctorate and a Kansas license to practice law or the ability to obtain one. Knowledge of Kansas Criminal Code, statutes, sentencing guidelines, evidentiary rules, local rules and procedures in criminal cases, application process for search warrants, miscellaneous cases, trap and trace procedures and all other legal/ evidentiary court rules.

**SUCCESSFUL APPLICANT IS REQUIRED TO TAKE
PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN.**

Salary Range	\$4,967.74-\$6,756.54/mo.	PI #	6155	Class. Code	1639
---------------------	---------------------------	-------------	------	--------------------	------

Ext 1/4/18

It is the policy of the Unified Government not to discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, religion or creed, sex, age or disability. All applicants for this position who do not presently hold a safety sensitive position with the Unified Government will be required to submit to a drug test after successful bid and before actual appointment.

MUST BE A RESIDENT OF WYANDOTTE COUNTY OR WILLING TO RELOCATE.

**PUBLIC LAW REQUIRES ALL NEW APPOINTEES TO SUBMIT PROOF OF IDENTITY AND
EMPLOYMENT ELIGIBILITY.**

EOE