EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. **11019**

A POSITION WILL BE FILLED IN ONE OF THE FOLLOWING TITLES AND WILL BE DEPENDENT, IN PART, ON THE QUALIFICATIONS AND EXPERIENCE OF THE APPLICANT SELECTED

POSITION TITLE: **Court Attorney (Trial Part)** **JG:** 23

BASE SALARY: $64,834 + $3,697 LOCATION PAY

QUALIFICATIONS: Graduation from an accredited law school and admission to the New York State Bar within eighteen (18) months of appointment.

DISTINGUISHING FEATURES OF WORK:
Court Attorneys (Trial Part) research and analyze legal issues and questions and perform other related duties. They serve in a confidential capacity and under supervision for judges or groups of judges in Family and District Court; County and Surrogate's Courts in counties with populations less than 400,000; the Criminal Court and the Civil Court of the City of New York, and in City Courts with two or more full-time judges. Court Attorneys (Trial Part) may be assigned to judges designated as Acting Justices of the Supreme Court for one full term or less.

POSITION TITLE: **Senior Court Attorney (Trial Part)** **JG:** 25

BASE SALARY: $72,285 + $3,697 LOCATION PAY

QUALIFICATIONS: Admission to the New York State Bar; **and** Two years of service in any legal series title in the Unified Court System.

DISTINGUISHING FEATURES OF WORK:
Senior Court Attorneys (Trial Part) work with substantial independence from supervision and are responsible for researching and analyzing complex and difficult legal issues and questions and performing other related duties. They serve in a confidential capacity and under supervision for judges or groups of judges in Family and District Court; County and Surrogate's Courts in counties with populations less than 400,000; the Criminal Court and Civil Court of the City of New York, and in City Courts with two or more full-time judges. Senior Court Attorneys (Trial Part) may be assigned to judges designated as Acting Justices of the Supreme Court for one full term or less.

POSITION TITLE: **Associate Court Attorney (Trial Part)** **JG:** 29

BASE SALARY: $89,506 + $3,697 LOCATION PAY

QUALIFICATIONS: Admission to the New York State Bar; **and** Four years of service in the Senior Court Attorney (Trial Part) title; **or** six years of service in any legal series title in the Unified Court System.

DISTINGUISHING FEATURES OF WORK:
Associate Court Attorneys (Trial Part) research and analyze complex and difficult legal issues and questions and perform other related duties. They serve in a confidential capacity and under supervision for judges or groups of judges in Family and District Court; County and Surrogate's Courts in counties with populations less than 400,000; the Criminal Court and Civil Court of the City of New York, and in City Courts with two or more full-time judges. Associate Court Attorneys (Trial Part) may be assigned to judges designated as Acting Justices of the Supreme Court for one full term or less.

LOCATION: District Court, Suffolk County (Central Islip/Hauppauge/Huntington/Lindenhurst/Patchogue/Ronkonkoma)

CLASSIFICATION: Non-Competitive/Confidential

ASSIGNMENT: District Court

GENERAL INFORMATION:
The above statements are intended to describe the general nature and level of work being performed by persons assigned to this title. They do not include all job duties performed by employees in the title, and every position does not necessarily require these duties. Although a position is available and situated at a specific location, the appointee may be subject to reassignment to any position in the same title in this promotion unit dependent upon the needs of the Unified Court System. All applications received from this announcement may be used to fill any vacancies in this title that may occur in this court or agency within the next six (6) months. Position(s) available at the present time: **1** .

APPLICATION PROCEDURES:
All interested persons meeting the minimum qualifications are encouraged to submit a UCS-5, Application for Employment form (obtainable from any administrative office in a court building or on the web http://www.nycourts.gov/careers/UCS5.pdf) and a resume to:

WARREN CLARK, CHIEF CLERK
DISTRICT COURT
400 CARLETON AVENUE
CENTRAL ISLIP, NY 11722

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.

POSTING DATE: October 6, 2010 **APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** October 20, 2010

THE NEW YORK STATE UNIFIED COURT SYSTEM IS AN EQUAL OPPORTUNITY EMPLOYER. WOMEN, MINORITIES, AND INDIVIDUALS WITH DISABILITIES ARE ENCOURAGED TO APPLY.