



UCS-23

EMPLOYMENT  
OPPORTUNITY  
ANNOUNCEMENT  
STATE OF NEW YORK  
UNIFIED COURT SYSTEM

**PLEASE POST**  
ANNOUNCEMENT NO. 20006

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**POSITION TITLE:** COURT ATTORNEY (TRIAL PART) @ 50% **JG: 23**

**LOCATION:** CIVIL COURT, NEW YORK CITY

**BASE SALARY:** \$ 64,834 @ 50% + LOCATION PAY \$ \$3,697 @ 50%

**CLASSIFICATION:** NON-COMPETITIVE/CONFIDENTIAL

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

**DISTINGUISHING FEATURES OF WORK:**

Court Attorneys (Trial Part), Part-Time 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. All legal research positions in these courts which are less than full-time are Court Attorneys (Trial Part), Part-Time. Court Attorneys (Trial Part), Part-Time may be assigned to judges designated as Acting Justices of the Supreme Court for one full term or less.

**ASSIGNMENT:** HON. SABRINA KRAUS, HOUSING COURT  
(A schedule of Thursdays, Fridays and alternate Wednesdays is preferred)

**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 three (3) 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 at [www.nycourts.gov/careers/UCS5.pdf](http://www.nycourts.gov/careers/UCS5.pdf)) and a resume to:

JACK BAER  
CHIEF CLERK VII  
CIVIL COURT, NEW YORK CITY  
111 CENTRE STREET - ROOM 1242B  
NEW YORK, NY 10013

**APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.**

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**POSTING DATE:** June 9, 2010 **APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** June 30, 2010

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

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