UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. 26205

A position will be filled in one of the following titles and will be dependent on the qualifications of the applicant selected.

POSITION TITLE: ASSOCIATE COURT ATTORNEY JG - 30

BASE SALARY: $94,366 + LOCATION PAY $3,697

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

DISTINGUISHING FEATURES OF WORK:
Associate Court Attorneys research and analyze complex legal issues and questions raised in civil and criminal cases heard in trial courts or on appeal to certain County Courts and may be responsible for supervision of court attorneys and support staff who are located in one or more courts situated throughout a county, judicial district, or department. They serve in a confidential capacity and work with substantial independence from supervision in units located in the Court of Claims or special parts in the Supreme Court or in County, District, Family, and Surrogate`s Courts in counties entirely within cities or in counties that have populations exceeding 400,000.

POSITION TITLE: SENIOR COURT ATTORNEY JG - 26

BASE SALARY: $76,195 + LOCATION PAY $3,697

QUALIFICATIONS: Admission to the New York State Bar and Two (2) years of service in any legal series title in the Unified Court System.

DISTINGUISHING FEATURES OF WORK:
Senior Court Attorneys research and analyze complex legal issues and questions raised in civil and criminal cases heard in trial courts or on appeal to certain County Courts and may be responsible for supervision of court attorneys and support staff who are located in one or more courts situated throughout a county, judicial district, or department. They serve in a confidential capacity and work with substantial independence from supervision in units located in the Court of Claims or special parts in the Supreme Court or in County and Surrogate`s Courts in counties entirely within cities or in counties that have populations exceeding 400,000.

POSITION TITLE: COURT ATTORNEY JG - 23

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

QUALIFICATIONS: Admission to the New York State Bar; **or** Graduation from an accredited law school with an exceptional record or academic achievement such as being a member of the law review, graduating in the top 10% of the class, or graduating cum laude or magna cum laude, and admission to the New York State Bar within eighteen months of appointment.

DISTINGUISHING FEATURES OF WORK:
Court Attorneys research and analyze legal issues and questions raised in civil and criminal cases heard in trial courts or on appeal to certain County Courts. They also perform other related duties. Court Attorneys serve in a confidential capacity and work for the court under supervision in units located in special parts of the Supreme Court or in County and Surrogate`s Courts in counties entirely within cities or in counties that have populations exceeding 400,000.

CLASSIFICATION: Non-Competitive/Confidential

ASSIGNMENT: SUPREME COURT, CIVIL TERM - KINGS COUNTY

GENERAL INFORMATION:
The above statements are intended to describe the general nature and level of work 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: **2** .

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) resume and cover letter only. Please limit additional documents. Please submit to:

ANN CUTLER
SUPREME COURT, KINGS COUNTY
HR PERSONNEL OFFICE
360 ADAMS STREET, RM 626
BROOKLYN, NY 11201

POSTING DATE: JUNE 18, 2012 **APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** JULY 9, 2012

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