



STATE OF NEVADA
OFFICE OF THE ATTORNEY GENERAL
BUREAU OF CONSUMER PROTECTION

100 North Carson
Carson City, Nevada 89701

ADAM PAUL LAXALT
Attorney General

ERIC WITKOSKI
*Consumer Advocate
Chief Deputy Attorney General*

December 1, 2016

SR. DEPUTY ATTORNEY GENERAL

**Unclassified Position Announcement
Open Competitive - Open until filled**

**Bureau of Consumer Protection
Carson City, Nevada**

POSITION TITLE: Sr. Deputy Attorney General – BCP

GROSS SALARY: Depending on experience, the salary range is approximately:
\$ 99,305.28 - \$ 110,132.00 (Employee/Employer Paid)
\$ 87,090.48 - \$ 96,607.00 (Employer Paid)

PRIMARY DUTY STATION: Carson City. Occasional travel throughout the United States is required.

POSITION STATUS: Exempt (FLSA); unclassified position entitled to standard State benefits; serves at the will of the Consumer Advocate. Employment with the Attorney General's office is contingent upon successful completion of background checks by the National Crime Information Center/Nevada Criminal Justice Information System (NCIC/NCJIS), and a fingerprint criminal history check.

POSITION SUMMARY: This unclassified position reports to the BCP Consumer Advocate. The position's primary responsibility will be to assist in the matter of the prosecution of civil claims relating to unfair trade (antitrust), deceptive trade practices and utility/energy matters. The Senior Deputy Attorney General will work on local cases and work with other similar agencies in other States as part of a team in complex investigations involving competitive and consumer issues and

consumer advocacy. The position requires experience in working independently with emphasis on case management as well as processing multiple documents, reports and pleadings in of various financial subject matters. Complex and multi-jurisdiction cases will be routine.

QUALIFICATIONS

MINIMUM EDUCATION AND BACKGROUND: Graduation from an accredited four- year college or university and graduation from an accredited law school with a degree in economics or business preferable. A minimum of five (5) years as a licensed attorney in civil/criminal litigation with courtroom experience including trial experience is preferred. Prior experience should also include reviewing and preparing cases for trial, interviewing witnesses, and working with expert witnesses, conducting depositions, proficiency with electronic discovery tools, and conducting bench and jury trials. The applicant must have a working knowledge of civil and criminal procedure, Nevada rules of evidence, local court rules and Nevada appellate procedure.

Applicants must possess a certificate of admission to the Bar of the State of Nevada as well be eligible to practice law before the Courts of the State of Nevada and the Federal, District and Appellate Courts.

SKILLS REQUIRED: Applicants must possess effective analytical, written and verbal communication skills; other required skills include planning, prioritizing and executing timelines without the need for supervision. Applicants must be highly professional, well-organized, self-motivated, punctual and prompt, and must possess leadership skills as well as the ability to work in a group collaborative environment.

PHYSICAL DEMANDS: This position requires mobility to work in a typical office setting, use standard office equipment, and travel to offices and courts in various parts of the State. It also requires vision to read printed materials and a computer screen, and hearing and speech to communicate in person and over the telephone. The applicant must be able to speak in a clear and understandable manner, and to hear and respond to questions posed. Reasonable accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

This position announcement lists the major duties and requirements of the job and is not all-inclusive. The successful applicant will be expected to perform additional job-related duties and may be required to have or develop additional specific job-related knowledge and skills.

Interested applicants must submit a cover letter, one page resume, writing sample, and a list of 3 professional references to:

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“ANNOUNCEMENT OPEN UNTIL FILLED”

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