

ADAM PAUL LAXALT
Attorney General



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STATE OF NEVADA
OFFICE OF THE ATTORNEY GENERAL

100 North Carson Street
Carson City, Nevada 89701

Internal Position Announcement

SENIOR DEPUTY ATTORNEY GENERAL
BUREAU OF CRIMINAL JUSTICE
Medicaid Fraud Control Unit

POSITION TITLE: Senior Deputy Attorney General

APPROXIMATE GROSS SALARY: Employee/Employer Paid = Up to \$110,132.00
(Depending on Experience)
Employer Paid = Up to \$96,607.00
(Depending on Experience)

DUTY STATION: Las Vegas Attorney General Office. Occasional travel throughout Nevada may be required.

POSITION STATUS: Exempt (FLSA); serves at the will of the Attorney General; employment with the Attorney General's office is contingent upon completion of NCIC/NCJIS, and a fingerprint criminal history check. The deadline to submit applications is **June 8, 2017**. Applications/resumes received after this date will not be accepted.

POSITION SUMMARY: Reporting to the MFCU Director/Chief Deputy Attorney General, this unclassified position's primary responsibility is prosecuting criminal cases in State and Federal courts. The position focuses on areas of law outlined in NRS 228.410. The attorney must work as part of a team of different disciplines within the justice system (IE. Investigators, law enforcement, technical, regulatory and support staff). The attorney must work with health care records including patient medical records and health care claim data. The attorney will also work with management analysts in the MFCU in analyzing claim data and summarizing large and complex fraud schemes. The attorney will work not only Medicaid fraud cases but also matters involving abuse and neglect of the elderly and vulnerable adults in medical or board and care facilities. The position requires the processing of multiple exhibits and reports of various medical and financial subject matters.

Case assignments will be provided at the initiation of an underlying investigation with follow through to termination/resolution. Complex and multi-jurisdiction cases

will be routine.

Management assignments can include development of legislation, policy and/or procedures concerning MFCU functions, interactions with other agencies and entities, as well as representing the MFCU at various times.

Duties will also include counsel or advice to superiors, peers and subordinates, as appropriate. The Senior Deputy Attorney General position is a leadership position requiring competencies exceeding that of a Deputy Attorney General without the need for regular supervision. The position is responsible for complex professional legal work in the performance of professional legal services included in the performance of a variety of administrative, civil and/or criminal prosecutions and defenses before administrative and judicial tribunals; and the oversight/management of a substantial caseload.

QUALIFICATIONS

MINIMUM EDUCATION AND BACKGROUND: Graduation from an accredited four year college or university and graduation from an accredited law school. Applicants should have a minimum of 3 years as a Deputy Attorney General; or 4 or more years as a licensed and practicing attorney with 1 year as a Deputy Attorney General; or 7 or more years as a licensed and practicing attorney. Two (2) years of experience in criminal law with prosecution experience at the County, State or Federal level is preferred. The applicant's background must include current experience in reviewing and preparing cases for trial, interviewing witnesses, working with law enforcement officers, conducting preliminary hearings and/or grand juries and conducting bench and/or jury trials. The applicant must have a working knowledge of Nevada criminal statutes, Nevada rules of evidence, local court rules and Nevada appellate procedure.

Applicants must possess a valid Nevada driver's license at the time of appointment and for continuing employment.

SKILLS REQUIRED: Applicants must possess skill in effective written and verbal communication; required skills also 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. Applicants should have demonstrated above average skill in legal research and writing, interpreting and applying laws, court decisions, and legal points and authorities in the representation of clients and/or in litigating civil or criminal cases. Applicants should have demonstrated ability to work productively and effectively with other attorneys and support staff, showing a desire and willingness to mentor and engage in meaningful knowledge transfer to superiors, peers, and subordinates in both formal and informal settings.

PHYSICAL DEMANDS: This position requires mobility to work in a typical office setting and to use standard office equipment and to 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 should send their letter of interest and resume by way of e-mail, fax or regular mail to:

Mark Kemberling

Director/Chief Deputy Attorney General - MFCU

555 East Washington Avenue, Suite 3900 Las Vegas, NV 89101

MKemberling@ag.nv.gov

FAX: (702) 486-3871

Please submit the foregoing no later than close of business on **June 8, 2017**.

The Attorney General's Office is an equal opportunity employer.