

AARON D. FORD
Attorney General



STATE OF NEVADA
OFFICE OF THE ATTORNEY GENERAL
555 E. Washington Avenue, Suite 3900
Las Vegas, NV 89101

January 14, 2019

OPEN
Position Announcement

**DEPUTY ATTORNEY GENERAL
OR SENIOR ATTORNEY GENERAL**

**BUREAU OF CRIMINAL JUSTICE
Insurance Fraud Control Unit**

POSITION TITLE: Deputy Attorney General or Senior Deputy Attorney General

GROSS SALARY: Depending on experience, the salary range is:

Deputy Attorney General:

\$78,283.20 - \$104,540.00 – Employee/ Employer Paid
\$68,669.94 - \$ 91,701.00 - Employer Paid

Senior Deputy Attorney General

\$105,338.35 - \$116,839.00- Employer/Employee Paid
\$ 92,391.49- \$102,490.00- Employer Paid

DUTY STATION: Las Vegas Attorney General's 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 **FEBRUARY 1, 2019**. Applications/resumes received after this date will not be accepted.

POSITION SUMMARY: This unclassified Deputy Attorney General position reports to the Director/Supervising Deputy Attorney General of the Insurance Fraud

Control Unit. This position prosecutes criminal fraud cases and handles a variety of related legal matters assigned by the Supervisor.

POSITION CHARACTERISTICS: This is primarily a litigation position. A significant portion of this position's duties involve prosecuting fraud by individuals making false claims against insurers under NRS 686A.

QUALIFICATIONS

MINIMUM EDUCATION AND BACKGROUND: Graduation from an accredited four year college or university and graduation from an accredited law school and Nevada Bar license.

PREFERRED EXPERIENCE: Appointment to the Deputy position will depend upon level of experience. The successful applicant's background should include a minimum of three (3) 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 should 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. For the Senior position, at least 5 years of experience in criminal law is preferred.

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

SKILLS REQUIRED: Applicants must possess skills 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, and in 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 a demonstrated ability to work productively and effectively with other attorneys and support staff, show a desire and willingness to mentor, and be able to engage in meaningful knowledge transfer to superiors, peers, and subordinates in both formal and informal settings. Applicants should possess proven interpersonal skills which ensure effective communication with other staff, opposing counsel, judges, the media, and authorities within the executive branch. Applicants should have a demonstrated commitment to the function and operation of the Office of the Attorney General. For the Senior position, the ability to operate with minimal supervision is expected.

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 (which should include how you heard about this position) and resume by way of e-mail, fax or regular mail to:

Robert G. Giunta
Director/ Worker's Compensation/ Insurance Fraud Unit
555 East Washington Avenue, Suite 3900
Las Vegas, NV 89101
rgiunta@ag.nv.gov
FAX: (702) 486-2377

Please submit the foregoing no later than close of business on **February 1, 2019.**

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