



STATE OF NEVADA, OFFICE OF THE ATTORNEY GENERAL¹

DEPUTY ATTORNEY GENERAL, TAX DIVISION

Gross Salary: Up to \$135,201.00 Employee/Employer Paid or \$115,804.00 Employer Paid (DOE)

Duty Station: Las Vegas, with some travel.

Position Status: Exempt (FLSA); unclassified position entitled to standard state benefits; serves at the will of the Attorney General. Employment contingent upon successful background check.

Position Summary: The primary responsibility of this position is representation of the Department of Taxation which includes handling administrative trials and appeals, petitions for judicial review, appeals to the Nevada Supreme Court, bankruptcy matters and some litigation as well as drafting advisory opinions and regulations and providing daily advice. This position will also represent other clients of the Division. Travel to and from client locations and courts is required, some overnight and out-of-state travel is possible.

Minimum Education And Background: Graduation from accredited law school and licensed in Nevada. Must possess valid state driver's license at time of appointment.

Preferred Experience: Experience with preparing witnesses, handling evidentiary matters and completing administrative trials and appeals is preferred. The ideal candidate should be able to prepare and present administrative cases to an Administrative Law Judge, handle the administrative appeals and Chapter 233B petitions for judicial review, have some litigation experience, maintain their own workload and prioritize tasks as needed. Additionally, candidates should have good public speaking skills and the ability to effectively communicate with varied audiences. Experience with Ch. 233B of the NRS is a plus.

Skills Required: Must possess strong written and verbal communication and be able to plan, prioritize, and execute timelines without supervision. Must exhibit professionalism, organization, self-motivation, punctuality, and leadership skills. Must be able to effectively research and write and present arguments.

Physical Demands: Mobility to work in a typical office setting, use standard office equipment, and travel. Ability to read printed materials and computer screen; to hear and communicate both in person and virtually and over the telephone and to speak in clear and understandable manner. Reasonable accommodation available for some physical demands for otherwise qualified individuals upon request.

Benefits of Position Include:

- Administrative trial and appellate matters
- Represent the Executive Branch of State Government
- Work largely independently in time
- Student loan forgiveness after 10 years of public service
- Compressed work schedule option
- Work-life balance
- Public service/community involvement
- Retirement accrual after vesting
- Paid vacation, sick and family leave
- Medical/dental/life insurance

This announcement lists the major duties and requirements of the job and is not all-inclusive. A successful applicant is expected to develop job-specific skills and perform additional job-related duties as assigned.

Send cover letter, resume, references, and a writing sample to Chief David Pope C/o Debra Turman, dturman@ag.nv.gov

¹ *The State of Nevada is an equal opportunity employer dedicated to building diverse, inclusive, and innovative work environments with employees who reflect our communities and enthusiastically serve them. All applicants are considered without regard to race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages.*