

Posting Date: 2/24/17

In house closes five (5) days after posting date

**Full-Time Position
Office of the County Attorney**

JOB TITLE: Assistant County Attorney

DEPARTMENT: County Attorney's Department

HOURS PER WEEK: Full time, Exempt position

SALARY RANGE: \$65,747.14 (step 1) annually, DOQ, full benefit package

DUTIES: To handle civil and criminal prosecution, court proceedings and other matters as assigned by the County Attorney.

MINIMUM QUALIFICATIONS: Must have Juris Doctorate Degree and be licensed to practice law in the State of MN. Prior legal and courtroom experience, specifically in a County Attorney Office, is preferred. Excellent verbal, written and research skills are necessary. Applicant must be able to pass criminal background checks necessary to obtain CJDN access authorization, pursuant to BCA rules.

CLOSING DATE: Applications will be accepted until 4:30 p.m. on 3/24/17 or until successfully filled.

APPLICATIONS ARE AVAILABLE IN THE COORDINATOR'S OFFICE, THIRD FLOOR, GOVERNMENT CENTER AND ON THE COUNTY WEBSITE – www.co.hubbard.mn.us.

Office Use:	
Board Approval Date:	<u>2/21/17</u>
Position filled by:	_____
Date:	_____
Position not filled:	_____ Reason: _____
Posting Number:	<u>2017-13</u>