

COOS COUNTY JOB ANNOUNCEMENT

DEPUTY DISTRICT ATTORNEY I or II

(Depending on experience)

DA I - \$4,160 – 6,406 per month

DA II - \$5,027 – 7,954 per month

DEPARTMENT: DISTRICT ATTORNEY

GENERAL STATEMENT OF DUTIES: Please refer to the attached position description.

APPLICATION PROCEDURE: Coos County **application REQUIRED.**

Apply to: Coos County Human Resources Department
Courthouse
250 N. Baxter
Coquille, OR 97423

CLOSING DATE: June 29, 2012 @ 5p.m.

****EOE****

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|----------------|------------------------------------|---------------------------------|
| Posted: | Courthouse | North Bend Annex |
| | County Website | Employment Division |
| | Register Guard | Craig's List |
| | Willamette University | University of Oregon Law School |
| | NW College of Law at Lewis & Clark | DA List Serve |

NOTE: Under provision of the Immigration Reform and Control Act of 1986, Coos County requires that any person hired or rehired to provide evidence of identity and eligibility for employment.

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Coos County Human Resources Department, Courthouse, 250 N. Baxter, Coquille, OR 97423. (541) 396-3121, ext. 385

Deputy District Attorney I and II
Description of Position

1. Classification Title: Deputy District Attorney I or II
2. Working Title: Deputy District Attorney.
3. Department: District Attorney.
4. Position Is: Full Time.
5. What is the purpose of this position: To assist the District Attorney in performing all of the functions of the District Attorney under law.
6. Essential functions of position. (Reason position exists is to perform these functions). List duties that must be performed to accomplish the purpose of the position: Case screening, advice to police agencies, case preparation, negotiation and trial. Must perform any duty of District Attorney under law. Includes non-criminal responsibilities of District Attorney.
7. List the minor duties assigned to this position: N/A
8. Working conditions of position: Office setting. Some travel required. Unusual and long hours. No compensation for overtime. Bargaining unit, but Deputy District Attorneys work at the pleasure of the District Attorney and can be terminated without cause.
9. List required special skills, licenses, certificates, etc: Doctor of Jurisprudence or equivalent law degree required. Oregon State Bar admission; trial experience and skill preferred.
10. Is operation of motor vehicle required? Yes.
11. List equipment, tools, machine used in performance of duties: Suitable clothing for courtroom work.