

Division of Regional Affairs Westchester Regional Office Assistant Attorney General Reference No. WES_AAG_3622

Application Deadline is December 1, 2023

The Office of the New York State Attorney General is seeking an experienced litigator to work in its <u>Westchester Regional Office</u>. The Regional Office represents the State, its agencies, and officers in a wide range of state and federal court litigation.

The selected attorney will handle all phases of litigation from commencement through trial. Trial experience is a must and the ability to manage a large caseload is essential. Excellent writing, analytical, and organizational skills are required. Applicants must have a minimum of three (3) years of litigation experience. Federal litigation experience is a plus. Applicants with substantive Court of Claims or defense litigation experience are strongly preferred.

Applicants must reside in (or intend to soon become a resident of) New York State and be admitted to practice law in New York State. In addition, the Public Officers Law requires that OAG attorneys be citizens of the United States. A two (2) year commitment upon being hired is a condition of employment.

As an employee of the OAG, you will join a team of dedicated individuals who work to serve the people of our State through a wide variety of occupations. To learn more about Assistant Attorney General compensation, please visit the following page: https://ag.ny.gov/sites/default/files/assistant_attorney_general_compensation.pdf. We offer a comprehensive New York State benefits package, including paid leave, health, dental, vision and retirement benefits, and family-friendly policies. Additionally, the OAG offers a robust Workplace Flexibilities Program with multiple options for employees, including telecommuting (up to two days per week) and alternative work schedules.

Candidates from diverse backgrounds are encouraged to apply.

The OAG is an equal opportunity employer and is committed to workplace diversity.

HOW TO APPLY

Applications must be submitted online. To apply, please click on the following link: WES AAG 3622

To ensure consideration, applications must be received by close of business December 1, 2023.

Applicants must be prepared to submit a complete application consisting of the following:

- Cover Letter
 - You may address to Legal Recruitment.
 - Indicate why you are interested in working for the Westchester Regional Office and what makes you a strong candidate.
- Resume
- Legal Writing Sample
- List of three (3) references
 - Only submit professional references, supervisory references are preferred.
 - Indicate the nature and duration of your relationship to each reference.
 - Include contact information and email addresses for each reference.
 - Please note, your references will not be contacted until after you interview for the position.

If you have questions regarding a position with the OAG and the application process or need assistance with submitting your application, please contact Legal Recruitment via email at recruitment@ag.ny.gov or phone at 212-416-8080.