



Division of State Counsel

Claims Bureau, Torts Section – New York City

Project Attorney (24-Month Term Position)

Reference No. CLA/TS_NYC_PA_3655

Application Deadline is April 19, 2024

The Office of the New York State Attorney General's (OAG) New York City [Claims Bureau](#) is seeking an experienced trial attorney for the Torts Section to defend the state in tort actions from commencement through trial. The selected attorney will be hired as a Project Attorney for a 24-month term with the possibility to extend for an additional 12 months.

The Claims Bureau is a trial bureau that represents the State of New York and its agencies in the Court of Claims and its employees in New York State Supreme Court in a wide variety of litigation, including but not limited to wrongful convictions, premises liability, highway design, false arrest and imprisonment, labor law, contracts, and motor vehicle accidents.

Qualifications:

- Applicants must have **at least five (5) years of solid trial experience**;
- Extensive civil or criminal trial experience is required;
- Experience as a criminal prosecutor or criminal defense attorney is preferred, but not required;
- Excellent research and writing skills;
- Strong negotiation, oral advocacy, and organizational skill; and
- The ability to manage a large caseload is essential.

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 commitment to complete a two (2) year term 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 OAG attorney 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 links: [CLA/TS NYC PA 3655](#)

To ensure consideration, applications must be received by close of business on April 19, 2023.

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

- **Cover Letter**

- You may address your letter to the Legal Recruitment Unit.
- Indicate why you are interested in this position 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 that 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.

For more information about the OAG, please visit our website: ag.ny.gov