

**EMPLOYMENT ANNOUNCEMENT**

**TITLE:** SENIOR ATTORNEY REALTY  
**STATUS:** PERMANENT  
**BUREAU:** REAL PROPERTY  
**LOCATION:** ALBANY  
**SALARY GRADE (SG):** PEF, SG 25 (starting salary \$96,336. Job rate \$121,413)

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We are seeking talented and motivated staff to work with our attorneys in the State's law firm. The selected candidate will be part of a fast-paced office, gaining experience while providing public service on behalf of the State of New York. The [Attorney General](#) serves the public interest of all New Yorkers in matters affecting their daily lives, enforcing laws to protect consumers, tenants, patients, workers, investors, and charitable donors. The office coordinates statewide civil and criminal investigations, promoting economic and social justice, encouraging harm-reducing public health strategies, and preserving the state's environment.

Careers with the State offer multiple benefits, including **paid vacation leave (13+ days per year)**, sick leave, **paid State holidays off**, **health insurance** including vision & dental, entry into the **NYS retirement** (pension) system, education and training, eligibility for public student loan forgiveness, and **job stability with promotional opportunities**. Workplace flexibilities include multiple options for employees, including **telecommuting** (up to two days per week) and alternative work schedules.

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**MINIMUM QUALIFICATIONS****NY HELPS:**

This title is part of the New York Hiring for Emergency Limited Placement Statewide Program (NY HELPS).

For the duration of the NY HELPS Program, this title may be filled via a non-competitive appointment, which means no examination is required but all candidates must meet the minimum qualifications of the title for which they apply.

At a future date (within one year of permanent appointment), it is expected employees hired under NY HELPS will have their non-competitive employment status converted to competitive status, without having to compete in an examination. Employees will then be afforded with all of the same rights and privileges of competitive class employees of New York State. While serving permanently in a NY HELPS title, employees may take part in any promotion examination for which they are qualified.

Employees appointed via the NY HELPS program are restricted for promotional appointment until their position is covered-in to the competitive class by the New York State Civil Service Commission (CSC), or they otherwise obtain permanent competitive status. The CSC has recently covered-in employees who were appointed via NY HELPS on a permanent or contingent permanent basis between June 26, 2024 and June 11, 2025. Notification to employees regarding a change in their status is forthcoming. You may wish to apply if you received a permanent NY HELPS appointment to a qualifying title within these timeframes and are interested in this opportunity. Your eligibility for promotion will be reviewed by Human Resources. Employees with a permanent NY HELPS appointment occurring effective 6/12/25 or later will be addressed with a subsequent cover-in.

**NON-COMPETITIVE QUALIFICATIONS:**

- 12 months as an Assistant Attorney 3 or Admission to the NYS Bar and two years of subsequent satisfactory legal experience.

**OTHER WAYS TO QUALIFY:**

Reachable on the Department of Civil Service Eligible list for Senior Attorney Realty.

## **OR**

Eligible for a lateral transfer or eligible for transfer under 70.1 of the Civil Service Law by having one year of permanent competitive service in an appropriate title. To determine if your current Civil Service title is eligible for transfer to this title, visit the Career Mobility GOT-IT website.

## **DUTIES**

- Review and approve state land purchase agreements, made by various state agencies, as to form and manner of execution.
- Search title.
- Examine title to land to be acquired by the state under land purchase agreements or by exercise of eminent domain (appropriation) including title abstracts, real property tax searches, mortgage documents, reports of physical inspection, land surveys and other documents of title.
- Identify all relevant objections to title. Prepare formal reports and certifications of title, pursuant to statute, on behalf of the NYS Attorney General.
- Assist and advise land vendors, state agency attorneys and staff, and title abstractors in clearing title to land to be acquired by the state.
- Draft deeds, affidavits of title and other instruments and closing papers to facilitate state land acquisitions.
- Approve deeds and closing papers delivered to the state as to legal sufficiency and recordability.
- Close title to state land acquisitions and approve disbursement of state funds to land vendors.
- Review and approve letters patent and other instruments of land conveyances by the state.
- Prepare legal opinions regarding questions of law concerning state real property and eminent domain.
- Assist and advise assistant attorneys general in litigation concerning state land and the exercise of the power of eminent domain.
- Conduct legal research regarding all the above.
- Maintain written files demonstrating the review of title, the clearing of title and the closing of title, as well as other matters.
- Prepare work records and periodic status reports.
- Perform other duties as assigned.

## **HOURS**

The agency's hours of operation are Monday through Friday, between 8:30 a.m. and 5:00 p.m. (37.5 hours/week). Scheduling determinations depend on the needs of each Bureau and will be communicated during interviews.

## **ADDITIONAL COMMENTS**

For new State employees appointed to graded positions, the annual salary is the hiring rate (beginning of the Salary Range) of the position. Promotion salaries are calculated by the NYS Office of the State Comptroller (OSC) in accordance with NYS Civil Service Law, OSC Payroll rules and regulations, and negotiated union contracts.

The Office of the NYS Attorney General (OAG) cannot provide sponsorship for work authorization. Candidates need to be authorized to work in the United States to be employed by this agency. It is incumbent upon employees to maintain work authorization for the duration of their employment with the OAG.

## **HOW TO APPLY**

In your submission, you must provide sufficient information to determine from your resume and/or cover letter that you meet the minimum qualifications stated above. If a certificate or degree is required to demonstrate that you meet the minimum qualifications, you must provide proof that you hold the required certificate or degree.

To apply, please send your resume, cover letter, and a copy of your degree/transcript (if applicable) to [HR.Recruitment@ag.ny.gov](mailto:HR.Recruitment@ag.ny.gov). Be sure to include the Vacancy #218824 and Title of the position in the subject heading of your email.

Candidates from diverse backgrounds are encouraged to apply. The OAG is an equal opportunity employer and is committed to workplace diversity. The Office of the NYS Attorney General provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify us at [HR.Recruitment@ag.ny.gov](mailto:HR.Recruitment@ag.ny.gov) or (518) 776-2500.

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**Posted** June 30, 2026