Criminal Justice Division
Office of Special Investigation—New York City
Legal Support Analyst
Reference No. OSI_NYC_LSA_6467

Application Deadline is November 20, 2026

The Office of the New York State Attorney General is seeking a talented candidate for the position of Legal Support Analyst (LSA) in the Office of Special Investigation (OSI) in New York City. OSI's members investigate incidents throughout the state in which a police officer or a peace officer (including a corrections officer) has caused the death of a person. If warranted, OSI's attorneys seek charges in connection with the incident and prosecute any resulting indictment. The LSA position provides a unique and exciting opportunity to join a team of experienced felony and homicide prosecutors, legal support staff, and detective investigators who work together to enhance transparency and strengthen public trust in the criminal justice system. The LSA reports to the Supervising Legal Support Analyst.

LSAs serve a critical role in the bureau, performing investigative and legal support functions. In the course of OSI's investigations, the key responsibilities of an LSA will include:

- Reviewing and analyzing extensive documents and evidence, including medical records
- Reviewing, analyzing, and preparing police officers' body-worn camera footage and surveillance video for internal case use and public release *(Please note: because OSI's cases involve homicide investigations, videos may contain audio and visual content that some may find disturbing*)
- Being adept and creative in the use of search engines and social media
- Organizing case files and providing legal and office support
- Drafting internal memos and preparing published reports
- Processing and organizing documents to be produced for discovery
- Preparing court exhibits for trial, including video exhibits
- Aiding attorneys in court proceedings

A bachelor's degree is required for the position. Additionally, the individual selected for the LSA position must have excellent organizational, time management and multitasking skills. The ability to analyze and synthesize large amounts of information, strong written and verbal communication skills, attention to detail and accuracy, as well as proficiency with Microsoft Word, Excel, and Outlook are also required. Familiarity with video editing software is beneficial but not required; comfort working with video technology or a willingness to learn is required. The ideal candidate must possess a demonstrated interest in the law and law enforcement. Finally, applicants who are available to work in this position for at least two (2) years are preferred.

The annual salary for this position is $65,569 plus $4,150 in location pay. As an employee of OAG, you will join a team of dedicated individuals who work to serve the people of our state through a wide variety of occupations. We offer a comprehensive New York state benefits package, including paid leave, health, dental, vision, and retirement benefits, and family-friendly policies. Additionally, 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: **OSI_NYC_LSA_6467**

To ensure consideration, applications must be received by close of business on November 20, 2026.

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. You may wish to include information about what life experiences you will bring to the position that will enhance OAG's ability to better serve the diverse population of this state.
- **Resume**
- **Writing Sample**
  - Your sample should demonstrate your ability to analyze and organize information into an effective document that is well-organized and error-free.
  - If needed, please include a cover page to provide the reviewer with any relevant context or background information.
- **Reference List**
  - Submit a list of three (3) references; supervisory references are preferred.
  - For each reference, indicate the nature and duration of your relationship.
  - 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.

The OAG provides reasonable accommodations for applicants with disabilities. If you have questions regarding a position with OAG, 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 OAG, please visit our website: ag.ny.gov