



UCS-23

EMPLOYMENT  
OPPORTUNITY  
ANNOUNCEMENT  
STATE OF NEW YORK  
UNIFIED COURT SYSTEM

**PLEASE POST**  
ANNOUNCEMENT NO. 53504

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**The Appellate Division of the Supreme Court, Third Judicial Department, is currently seeking applications for an attorney in the Court's Law Research Department.**

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**POSITION TITLE:** Senior Appellate Court Attorney **JG: 28**

**LOCATION:** Supreme Court, Appellate Division  
Third Judicial Department  
Albany, NY

**BASE SALARY:** \$88,329

**CLASSIFICATION:** Non-Competitive/Confidential

**QUALIFICATIONS:** Admission to the New York State Bar; **and** two years of service in the Appellate Court Attorney title; **or** equivalent legal experience

**DISTINGUISHING FEATURES OF WORK:**

Senior Appellate Court Attorneys research and analyze complex legal issues and questions for the court and perform other related duties. They serve in a confidential capacity and work under substantial independence from supervision in units located in the Appellate Divisions and Appellate Terms of the Supreme Court.

**ASSIGNMENT:**

Attorneys assigned to the Law Research Department research and analyze legal issues and questions presented in pending matters before the Court. They are responsible for preparing preliminary reports, memoranda and other written work product for the Court, checking the accuracy of style and citation, and performing other related duties as directed by the Chief Appellate Court Attorney.

**GENERAL INFORMATION:** The above statements are intended to describe the general nature and level of work being performed by persons assigned to these titles. They do not include all job duties performed by employees in these titles and every position does not necessarily require the same duties. Although a position is available and situated at a specific location, the appointee may be subject to reassignment to any position in the same title in this promotion unit dependent upon the needs of the Unified Court System. All applications received from this announcement may be used to fill any vacancies in these titles that may occur in this court or agency within the next three (3) months. Special arrangements for the disabled may be made by contacting this office at 518-471-4801 prior to the interview. Position(s) available at the present time: 1.

**APPLICATION PROCEDURES:** All interested persons meeting the minimum qualifications are encouraged to submit a UCS-5 Application for Employment form (obtainable from any administrative office in a court building or on the web at <http://www.nycourts.gov/careers/UCS5.pdf> and a cover letter and resume by email to [AD3-Employment@nycourts.gov](mailto:AD3-Employment@nycourts.gov) or mail to:

Robert D. Mayberger  
Clerk of the Court  
Appellate Division, Third Department  
P. O. Box 7288, Capitol Station  
Albany, New York 12224

**APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.**

**POSTING DATE:** March 6, 2015

**APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** March 27, 2015

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