

PLEASE POST
ANNOUNCEMENT NO. 09017THE POSITION WILL BE FILLED IN ONE (1) OF THE FOLLOWING TITLES AND WILL BE DEPENDENT ON
THE QUALIFICATIONS AND THE EXPERIENCE OF THE APPLICANT SELECTED**POSITION TITLE:** COURT ATTORNEY **JG:** 23**BASE SALARY:** \$64,834 @ 50% + Location Pay 3,697 @ 50% ****QUALIFICATIONS:** Admission to the New York State Bar; or Graduation from an accredited law school with an exceptional record or academic achievement such as being a member of the law review, graduating in the top 10% of the class, or graduating cum laude or magna cum laude, and admission to the New York State Bar within eighteen months of appointment.**DISTINGUISHING FEATURES OF WORK:** Court Attorneys research and analyze legal issues and questions raised in civil and criminal cases heard in trial courts or on appeal to certain County Courts. They also perform other related duties. Court Attorneys serve in a confidential capacity and work for the court under supervision in units located in special parts of the Supreme Court or in County and Surrogate's Courts in counties entirely within cities or in counties that have populations exceeding 400,000.

OR

POSITION TITLE: SENIOR COURT ATTORNEY **JG:** 26**BASE SALARY:** \$76,195 @ 50% + Location Pay 3,697 @ 50% ****QUALIFICATIONS:** Admission to the New York State Bar; and Two years of service in any legal series title in the Unified Court System.**DISTINGUISHING FEATURES OF WORK:** Senior Court Attorneys research and analyze complex legal issues and questions raised in civil and criminal cases heard in trial courts or on appeal to certain County Courts and may be responsible for supervision of court attorneys and support staff who are located in one or more courts situated throughout a county, judicial district, or department. They serve in a confidential capacity and work with substantial independence from supervision in units in the Court of Claims or special parts in the Supreme Court or in County and Surrogate's Courts in counties entirely within cities or in counties that have populations exceeding 400,000.

OR

POSITION TITLE: ASSOCIATE COURT ATTORNEY **JG:** 30**BASE SALARY:** \$94,366 @ 50% + Location Pay 3,697 @ 50% ****QUALIFICATIONS:** Admission to the New York State Bar; and Four years of service in the Senior Court Attorney title; or Six years of service in any legal series title in the Unified Court System.**DISTINGUISHING FEATURES OF WORK:** Associate Court Attorneys research and analyze complex legal issues and questions raised in civil and criminal cases heard in trial courts or on appeal to certain County Courts and may be responsible for supervision of court attorneys and support staff who are located in one or more courts situated throughout a county, judicial district, or department. They serve in a confidential capacity and work with substantial independence from supervision in units located in the Court of Claims or special parts in the Supreme Court or in County, District, Family, and Surrogate's Courts in counties entirely within cities or in counties that have populations exceeding 400,000.**LOCATION:** WESTCHESTER SUPREME & COUNTY COURT
111 DR. MARTIN LUTHER KING JR. BLVD.
WHITE PLAINS, NEW YORK 10601**CLASSIFICATION:** TEMPORARY**ASSIGNMENT:** Researches and analyzes legal questions and issues; Confers with and advises judges on legal issues; Writes confidential legal memoranda and recommends decisions; Drafts confidential opinions, decisions, orders, jury charges, and correspondence; Arranges and conducts conferences with litigants and other parties to action.**** This is a temporary part-time assignment.****** While there is only one position, individuals currently employed in a legal title in the Unified Court System, may be considered for employment at a higher level in the Senior Court Attorney (TP) or Associate Court Attorney (TP) title, based on the requirements for the position.****GENERAL INFORMATION:** The above statements are intended to describe the general nature and level of work being performed by persons assigned to this title. They do not include all job duties performed by employees in this title 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 depended upon the needs of the Unified Court System. All applications received from this announcement may be used to fill any vacancies in this title that may occur in the court or agency within the next 3 months. Position(s) available at the present time: 1.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 RESUME TO:HONORABLE ALAN D. SCHEINKMAN
ADMINISTRATIVE JUDGE - 9TH JUDICIAL DISTRICT
WESTCHESTER COUNTY COURTHOUSE
111 DR. MARTIN LUTHER KING JR. BLVD.
WHITE PLAINS, NEW YORK 10601

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM

POSTING DATE: JULY 23, 2010 APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY: AUGUST 13, 2010

THE NEW YORK STATE UNIFIED COURT SYSTEM IS AN EQUAL OPPORTUNITY EMPLOYER. WOMEN, MINORITIES AND INDIVIDUALS WITH DISABILITIES ARE ENCOURAGED TO APPLY.