

Personnel and Civil Service

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827



☎ 607 687 8494 📠 607 223 7074 🌐 www.TiogaCountyNY.com

Bethany O'Rourke Personnel Officer

NOTICE OF VACANCY 2ND ASSISTANT COUNTY ATTORNEY

Date of Issue: 04/09/2019

This is a professional legal position, which involves the responsibility for representing the County in legal and disputed matters. Work is performed in conjunction with and under the supervision of the County Attorney and/or the 1st Assistant County Attorney. Supervision may be exercised over the work of clerical or other staff of the County Attorney's office. Does related work as required.

The title of 2nd Assistant County Attorney is classified as **Exempt** under Tioga County Civil Service Rules. No examination is required. The appointee serves at the pleasure of the County Attorney. Pending a criminal background check*, an appointment may be made to this position.

Status: Exempt
Work Hours: Full time – 35 hours / week
Salary: \$58,468 - \$68,468 / year (non-union); authorized by Tioga County Legislature
Location: Tioga County Law Department

PREFERRED QUALIFICATIONS: Duly licensed to practice law in New York State and two (2) years of experience in the practice of law.

NOTE: Pursuant to County Law § 400 (4a), County Attorney and Deputies are designated as an "appointive officer" and falls under Public Officers Law §3.

NOTE: Local Law No. 1 2006 for Tioga County authorized the County of Tioga and the County Attorney to appoint non-Tioga County residents to the positions of Assistant County Attorney. (02/14/06)

Apply to: Tioga County Department of Personnel & Civil Service
Ronald E. Dougherty County Office Building
56 Main Street
Owego, NY 13827
Brucel@co.tioga.ny.us

Applicants must provide a completed application for employment. To download application:
<https://www.tiogacountyny.com/media/2134/application2016january.pdf>

Apply by: Applications accepted until selection made

Tioga County applications are available on our website. Resumes may be submitted but MUST accompany an application. Applicants MUST clearly describe education and/or work and volunteer experience to explain how they meet the minimum qualifications for the position. Omissions or vagueness will not be interpreted in an applicant's favor.

*Criminal background checks will be conducted upon a conditional offer of employment. Depending upon the position sought, conviction of a felony, misdemeanor or other offense may bar appointment. At the discretion of the appointing authority, additional screenings may include but will not be limited to: fingerprinting, psychological, and or drug testing. If requested, a candidate will be required to authorize access to educational, employment, financial, or other records.