

Personnel and Civil Service



NOTICE OF VACANCY ASSISTANT PUBLIC DEFENDER

Date of Issue: 05/09/2019

This is professional work involving responsibility for representing indigent persons in the family court system. Work involves representation of indigent persons through every stage of proceedings and any appeals. In addition to actual representation, an attorney in this class assists the Public Defender in the investigation, preparation, family court and legal proceedings involving indigent persons. Work is performed in accordance with guidelines provided in law. Does related work as required by the office, including some criminal work.

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

Status: Exempt

Work Hours: Full time – 35 hours / week

Salary: \$55,864 - \$65,864 / year (non-union) - authorized by Tioga County Legislature; benefit package available; NYS Retirement System and deferred compensation plan

Location: Tioga County Public Defender's Office

PREFERRED QUALIFICATIONS: Duly licensed to practice law in the State of New York.

Pursuant to County Law § 716, public defender and assistants are designated as an "appointive officer" and therefore falls under Public Officers Law §3.

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.