

JOB POSTING

Locality:	Patrick County Commonwealth's Attorneys' Office
Job Title:	Assistant Commonwealth's Attorney
Salary/Salary Range:	56,697.00
Start Date:	July 15, 2019
**Closing Date of posting:	Until filled
Description of Job:	<p>Prosecute felony and misdemeanor cases in GDC, JDR, and Circuit Court. Our office does vertical prosecution on cases assigned. This position will primarily be assigned to felony drug cases in Circuit Court during the first 6-12 months.</p> <p>Prepare briefs on appealed cases to the VA Court of Appeals and VA Supreme Court.</p> <p>On occasion, act as special prosecutor in other jurisdictions within the Commonwealth of Virginia.</p> <p>Responsible for all duties of the elected Commonwealth's Attorney whenever the Commonwealth's Attorney is unavailable to perform those duties.</p> <p>Other duties as assigned by the Commonwealth's Attorney.</p> <p>Must be able to manage a large caseload and prepare and present complex cases before a trial court in a short period of time.</p> <p>Must be able to communicate clearly in writing and orally with law enforcement personnel, expert witnesses, lay witnesses, and victim/witnesses.</p> <p>Must work well in a team environment, including within established multi-disciplinary teams.</p> <p>Must exhibit steadfast commitment to fairness and public service.</p> <p>Must also exercise tact, courtesy and discretion in frequent contact with crime victims, suspects, law enforcement and judicial officials, public officials, and the general public.</p> <p>This is a full time position with benefits that include vacation and sick leave, life and health insurance, and retirement.</p> <p>The County of Patrick is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, disability, or age.</p>
Special Requirements:	<p>Resume with cover letter.</p> <p>Will consider bar exam applicant with third-year practice certificate</p>
Contact:	Nancy Belcher
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