



**GLOUCESTER COUNTY**  
invites applications for the position of:

## **Assistant Commonwealth's Attorney I or II**

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**SALARY:** Depends on Qualifications

**OPENING DATE:** 5/31/2019

**CLOSING DATE:** Continuous

### **DESCRIPTION:**

Gloucester County is seeking a dynamic professional to perform legal work representing the Commonwealth in court. Manages caseload, prepares, researches, and prosecutes assigned cases. In addition, experienced prosecutors conduct special investigations and provide legal advice to law enforcement personnel regarding investigations. Work involves considerable public contact and requires independent judgment, initiative, tact and courtesy in various phases of work. Position reports to the Commonwealth's Attorney.

***Position is open until filled; review of applications begins immediately.  
Interested applicants are encouraged to apply!***

### **Examples of Duties**

For a complete list of duties and the full job description, click the links below to review each:

[\*\*Assistant Commonwealth Attorney I: Hiring Salary - \\$64,679 +/- DOQ annually\*\*](#)

[\*\*Assistant Commonwealth Attorney II: Hiring Salary - \\$72,428 +/- DOQ annually\*\*](#)

***Hiring salary dependent upon qualifications.***

### **QUALIFICATIONS:**

**Required:** Graduation from an accredited school of law; active member of the Virginia State Bar in good standing.

#### **In addition to Required:**

***Acceptable qualifications include:*** 6 months to 3 years experience in the practice of law with a concentration in civil, criminal, administrative or governmental law; or recent law school graduate; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities.

***Preferred qualifications include:*** a minimum of 3 years experience as an Assistant Commonwealth's Attorney with completion of specialized training in addition to maintaining required CLE credits.

### **SPECIAL REQUIREMENTS:**

A cover letter, current writing sample and resume must be submitted with the online application for consideration.

NOTE: To be considered for this position, a completed application with a minimum of 3 professional references must be listed on application. **(Note: Professional references are individuals who can attest to your job-related knowledge, skills and abilities while working or in a volunteer capacity and are not family or personally related. Professional references should include job title, company name and address, phone numbers and email address if available.)**



## **GLOUCESTER COUNTY**

**invites applications for the position of:**

### **EMPLOYEE UTILIZATION IN ADVERSE WEATHER AND EMERGENCY CONDITIONS**

All Gloucester County employees are subject to being assigned to specific positions and tasks during a "Declared Emergency" as support personnel, by the County Administrator, the Emergency Management Director, or the Emergency Operations Plan (EOP). Once assigned, this would be the same as a regular work assignment and all policies and procedures for duty assignments apply. (Please see [Gloucester County Administrative Policy 101.1 - Employee Utilization in Adverse Weather and Emergency Conditions.](#))

To apply on-line, visit our website at: [www.gloucesterva.jobs](http://www.gloucesterva.jobs)

*Gloucester County is an Equal Opportunity Employer*