



WELD COUNTY GOVERNMENT
invites applications for the position of:

Deputy District Attorney III, IV

An Equal Opportunity Employer

Salary: See Position Description

SALARY:

OPENING DATE: 03/04/19

CLOSING DATE: Continuous

DESCRIPTION: Perform professional advanced level legal work which may include responsibility for criminal prosecution of felony offenses in District Court.

Deputy District Attorney III \$84,486.29 - \$106,999

Render legal advice to law enforcement agencies.

Attend arraignments, pre-trial conferences, sentencing conferences in assigned areas.

Prepare and present jury trials and trials to the Court.

Assist citizens on the phone or walk-in clients.

Perform related work as required.

Deputy District Attorney IV \$97,957.33 - \$124,049.75

Render legal advice to law enforcement agencies.

Attend arraignments, pre-trial conferences, sentencing conferences in assigned areas.

Prepare and present jury trials and trials to the Court (minimum 15 felony trials).

Assist Chief Deputy District Attorneys in homicide trials, as assigned.

Assist citizens on the phone or walk-in clients.

Perform related work as required.

OPEN UNTIL FILLED

**ESSENTIAL DUTIES
AND
RESPONSIBILITIES:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to

enable individuals with disabilities to perform the essential functions. Other duties may be assigned. (any one position may not include all of the duties listed nor do the listed examples include all duties which may be found in positions of this class.)

- Render legal advice to law enforcement agencies.
- Attend arraignments, pre-trial conferences, sentencing conferences in assigned areas.
- Prepare and present jury trials and trials to the Court.
- Assist citizens on the phone or walk-in clients.

QUALIFICATIONS:

MINIMUM REQUIREMENTS:

Deputy District Attorney III

Education:

Juris Doctorate

Experience:

One year of practice as a Deputy District Attorney.

Deputy District Attorney IV

Education:

Juris Doctorate

Experience:

Four years of practice as a Deputy District Attorney.

Certificates, Licenses, Registrations:

Licensed to practice law in the State of Colorado.

OTHER NECESSARY REQUIREMENTS:

LANGUAGE SKILLS:

Ability to read, analyze, and interpret the most complex documents. Ability to respond effectively to the most sensitive inquiries or complaints. Ability to write speeches and articles using original or innovative techniques or style. Ability to make effective and persuasive speeches and presentations on controversial or complex topics to top management, public groups, boards of directors, and the courts.

MATHEMATICAL SKILLS:

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY:

Ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems. Ability to deal with nonverbal symbolism (formulas, scientific equations, graphs, musical notes, etc.,) in its most difficult phases. Ability to deal with a variety of abstract and concrete variables.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to sit. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<http://www.co.weld.co.us>

ALTERNATIVE FORMAT MAY BE OBTAINED AT:

1150 O Street
Greeley, CO 80631
970-336-7220

humanresources@co.weld.co.us

(Inquiries only, no applications or resumes)

Job #07510-0319

DEPUTY DISTRICT ATTORNEY III, IV
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Deputy District Attorney III, IV Supplemental Questionnaire

- * 1. Do you have a license to practice law in the State of Colorado?
 Yes No

- * 2. Do you have a Juris Doctorate?
 Yes No

- * 3. How many years of experience do you have practicing law?
 Less than a year
 1 -2 Years
 3 - 4 Years
 5+ Years

- * 4. Do you have prior Public Sector experience?
 Yes No

5. Must submit a cover letter AND resume in order to be considered. You may upload it and attach.

* Required Question