



**State of Connecticut**  
**Office of the Attorney General**  
***ANTICIPATED VACANCY***  
**Assistant Attorney General-II**  
***INFRASTRUCTURE & ECONOMIC DEVELOPMENT SECTION***

**CLASS TITLE:** Assistant Attorney General-II  
**LOCATION:** Infrastructure & Economic Development Section  
**HOURS:** Full-Time, 40 Hours per week  
**SALARY:** Assistant Attorney General-II: \$111,028 annually  
**CLOSE DATE:** Search will Continue until Position is Filled

**OVERVIEW:**

The ***INFRASTRUCTURE & ECONOMIC DEVELOPMENT SECTION*** of the Connecticut Office of the Attorney General is currently accepting applications for the anticipated vacancy of an Assistant Attorney General-II (AAG-II). The Infrastructure & Economic Development Section of the Office of the Attorney General provides representation for the following state agencies: Department of Transportation (“DOT”); Department of Administrative Services (“DAS”); Bureau of Information Technology Solutions (“BITS”) within DAS; Division of Construction Services (“DCS”) within DAS; Department of Motor Vehicles (“DMV”); Department of Housing (“DOH”); Department of Energy and Environmental Protection (“DEEP”) for real property matters; and the State Historic Preservation Office (“SHPO”). In addition, the Infrastructure Section provides representation for various occupational licensing boards within the Department of Consumer Protection (“DCP”). The representation of the foregoing state agencies/boards includes, but is not limited to, counseling and advice on legal issues, the prosecution or defense of lawsuits or claims in both federal and state courts and before various administrative entities, including the defense of claims filed with the Office of the Claims Commissioner pursuant to Chapter 53 of the Connecticut General Statutes.

**OFFICE OF THE ATTORNEY GENERAL:**

The Connecticut Office of the Attorney General offers challenging, interesting, and meaningful work. Our attorneys are given significant responsibility and hands-on experience early in their careers. We are dedicated to public service, and our fifteen legal departments offer a diverse and broad range of legal initiatives. The Office is an Affirmative Action/Equal Opportunity employer, and we welcome applications from all qualified candidates.



## **SPECIFIC RESPONSIBILITIES:**

The primary duties and responsibilities of the Assistant Attorney General in this position is to assist the Deputy Section Chief for Contracts in state contracting matters. This includes review of DAS procurement contracts for the purchase of goods and services, including information technology purchases; providing legal advice regarding complex agreements; consulting with DAS and other agency representatives regarding contracts, and advising such representatives on the various legal issues that such agreements may present; reviewing contracts for client agencies for legal form and sufficiency; and assisting state agencies with other legal issues relating to their contracting matters. This Assistant Attorney General will work closely with the Deputy Section Chief for Contracts, who is primarily responsible for all contracting issues in the Office of the Attorney General. This Assistant Attorney General may handle litigation matters and may be called upon to perform other tasks customarily undertaken by the Infrastructure and Economic Development section as needed. The successful candidate understands and applies legal principles, practices, and procedures applicable to Connecticut; works independently on simpler matters and takes instruction from senior assistant attorneys general on complex matters; and works well in a team environment.

## **QUALIFICATIONS:**

Applicants must be admitted to the United States District Court for the State of Connecticut and to the Connecticut bar, or be eligible to waive into the Connecticut bar, and be in good standing at the time of application. Ideal candidates are those who are passionate and enthusiastic about joining the Connecticut Office of the Attorney General and have some or all of the following skills and attributes:

- Contract drafting, review, and negotiation experience, including a solid understanding of contract law and experience with general and information technology procurement;
- Transactional legal experience, including real and/or personal property purchases and sales;
- Knowledge of Connecticut state contracting procedures and sovereign immunity is helpful, but not required;
- Civil litigation experience helpful, but not required;
- Experience or interest in administrative law;
- Strong written and oral communication skills;
- Strong research skills with a keen attention to detail;
- Excellent analytical skills and the ability to work on complex issues;
- Capable of independently managing and progressing a full and diverse workload;
- Excellent organizational and time management skills;
- Practical and creative problem-solving abilities; and
- Team player who enjoys collaborating with colleagues.



## **APPLICATION INSTRUCTIONS:**

If you are interested in joining our Infrastructure & Economic Development Section, please download our application package at the links below, and submit an application directly to Human Resources at [susan.cavanaugh@ct.gov](mailto:susan.cavanaugh@ct.gov), with a copy to the Infrastructure & Economic Development Section Chief at [rosemarie.weber@ct.gov](mailto:rosemarie.weber@ct.gov).

### **Application:**

[https://portal.ct.gov/-/media/AG/Employment/AAG\\_Application.pdf](https://portal.ct.gov/-/media/AG/Employment/AAG_Application.pdf)

### **Additional Supplemental Documents and Instructions:**

<https://portal.ct.gov/-/media/AG/Employment/AAG-Instructions-to-candidates.pdf>