

**State of Connecticut
Office of the Attorney General
Public Safety Section Attorney Position**

Class Title: Assistant Attorney General-II
Location: Hartford, Connecticut
Hours: Full-time, 40 hours per week
Salary Range: Assistant Attorney General-II - \$111,028
Closing Date: Search will continue until position is filled

Overview

We are recruiting for an attorney to join our Public Safety Section. This Section represents the Department of Emergency Services and Public Protection, including the Division of State Police, the Division of Special Licensing and Firearms, the Office of Statewide Emergency Telecommunications and the Police Officer Standards and Training Council; the Military Department; the Department of Correction; the Judicial Branch (particularly, lawsuits arising from the actions of the Judicial Marshals); and the Department of Consumer Protection Liquor Control Division. It also provides legal services and representation to a number of associated boards, commissions and agencies, including the Board of Pardons and Paroles, the Division of Criminal Justice, the Division of Public Defender Services, the Office of Adult Probation, the Governor's Office (Interstate Extradition), the Statewide Emergency 9-1-1 Commission, the State Codes and Standards Committee, the Crane Operator's Examining Board, the Board of Firearms Permit Examiners, the Commission on Fire Prevention and Control, the Office of Civil Preparedness and State Marshal Commission. The Section also oversees the criminal prosecutions of persons charged with violations of the Home Improvement Act and related offenses.

Office of the Attorney General

The Connecticut Attorney General's Office 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 fourteen legal Sections 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

An Assistant Attorney General in the Public Safety Section performs advanced and complex legal work; researches, interprets, analyzes and applies relevant state and federal laws, statutes, regulations and legislation; negotiates and drafts settlement agreements; prepares pleadings and other court papers; handles the preparation and presentation of trials and appeals in state and federal courts as well as various administrative forums, including but not limited to the Freedom of Information Commission and the Commission on Human Rights and Opportunities; consults

with the agencies outlined above on legal issues; participates in the conduct of various educational activities; 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; works well in a team environment.

Qualifications

Applicants must be admitted to the United States District Court for the State of Connecticut, 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 Attorney General's Office and have some or all of the following skills and attributes:

- Civil litigation experience or interest, including some or all of drafting pleadings and dispositive motions, managing discovery, and conducting hearings or trials;
- Experience or interest in administrative law;
- Strong written and oral communication skills;
- Strong research skills with a keen attention to detail;
- Experience or interest in electronic discovery.
- Excellent analytical skills and the ability to work on complex issues;
- Experience or interest in negotiating settlements and mediating 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 Public Safety Section, please download our application materials at the links below and submit an application directly to Human Resources, c/o susan.cavanaugh@ct.gov, with a copy to antoria.howard@ct.gov. **In the cover letter or email, please note that you are applying for a position in the Public Safety Section.**

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

https://portal.ct.gov/-/media/AG/Employment/AAG_Application.pdf