State of Connecticut
Office of the Attorney General
Assistant Attorney General I/II
PUBLIC SAFETY Section

CLASS TITLE: **Assistant Attorney General I/II**
LOCATION: **Public Safety Section**
HOURS: **Full-Time, 40 Hours per week**
SALARY: **Assistant Attorney General-I: $95,875 annually**
Assistant Attorney General-II: $116,650 annually
CLOSE DATE: **Search will Continue until Position is Filled**

OVERVIEW:

The ***PUBLIC SAFETY SECTION*** of the Connecticut Office of the Attorney General is currently accepting applications for the position of Assistant Attorney General-II (AAG-II). The Public Safety Section represents the Department of Emergency Services and Public Protection, including the Division of State Polic; 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 the State Marshal Commission. The Public Safety 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 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:

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; and handles the preparation and presentation of trials and appeals in state and federal courts, as well as in 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 CT Office of the Attorney General and have some or all of the following skills and attributes:

- Civil litigation experience, including some or all of the following:
  - drafting pleadings and dispositive motions
  - managing discovery
  - conducting hearings and 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 package at the links below, and submit an application directly to Human Resources at **susan.cavanaugh@ct.gov**, with a copy to the Public Safety Section Chief at **david.yale@ct.gov**

Application:
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