

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE ATTORNEY GENERAL**



POSITION VACANCY ANNOUNCEMENT

ANNOUNCEMENT NO: 16-028	POSITION TITLE: TRIAL ATTORNEY
POSITION GRADE & SERIES: LS-0905-12/13	SALARY RANGE: \$72,060 – \$85,695 Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines. Offers will not be made outside this range.
OPENING DATE: April 21, 2016 CLOSING DATE: May 6, 2016	TOUR OF DUTY: 8:15 am – 4:45 pm Monday - Friday
AREA OF CONSIDERATION: Open to the Public	DURATION OF APPOINTMENT: Permanent
WORKSITE LOCATION: Office of the Attorney General for the District of Columbia Personnel and Labor Relations Section Personnel Labor and Employment Division Suite 1100 South 441 4 th Street NW Washington, DC 20001	NO. OF VACANCIES: One (1)

COLLECTIVE BARGAINING UNIT: This position is outside of the collective bargaining unit.

BRIEF DESCRIPTION OF DUTIES: The District of Columbia Office of the Attorney General (OAG) seeks a Trial Attorney to join its Personnel and Labor Relations Section. Trial Attorneys in the Personnel and Labor Relations (PLR) Section represent District agencies in administrative matters before the Office of Employee Appeals, Office of Hearings and Adjudication/DOES, Office of Administrative Hearings, Office of Human Rights, U.S. Equal Employment Opportunity Commission, Metropolitan Police Department Adverse Action Panels, and Fire and Emergency Medical Services Department Fire Trial Boards. They also provide appellate representation of these matters before the OEA Board, the Compensation Review Board, various FMCS arbitrators, PERB, and Superior Court. Duties include all aspects of civil litigation, i.e. discovery, motions practice, brief writing, and evidentiary hearings. The incumbent serves under the direct supervision of the Chief of the Personnel and Labor Relations Section.

ELIGIBILITY: Candidates must have at least one (1) year of relevant legal or litigation experience, including administrative hearings. The successful candidate must have significant experience in the area of employment law and possess excellent oral and written communication skills.

The successful candidate must also have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.

HOW TO APPLY: If you are interested in this opportunity, please **e-mail a PDF file** which includes: 1) a cover letter (including the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) a resume; 3) a list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov, addressed to Loretta Dodson, Human Resource Specialist, Office of the Attorney General for the District of Columbia, 441 4th Street, N.W., Suite 1100 South, Washington, D.C. 20001.

PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Employee's eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if deemed qualified.

EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.

VETERANS PREFERENCE: Applicants claiming veteran's preference must submit official proof of the time of application.

DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.

OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.

NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, source of income, genetic information or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.