



Legal Recruitment

**Division of State Counsel
Claims Bureau, Torts Section – Albany
Assistant Attorney General
Reference No. CLA_AAG/TS_ALB_3531**

Application Deadline is January 6, 2023

The New York State Office of the Attorney General's [Claims Bureau](#) in Albany is seeking an experienced trial attorney for the Torts Section. The Claims Bureau represents the State of New York and its agencies and authorities in New York State courts, specifically the Court of Claims and Supreme Court.

Specific responsibilities include, but are not limited to, the full spectrum of the duties of litigation counsel, such as: drafting pleadings and papers; motion practice (including analysis, research, drafting and oral argument); the full range of discovery (including interrogatories, paper/electronic document discovery, and taking and defending depositions); selecting and working with expert witnesses; negotiation of settlements; trial preparation; and representing the State of New York at mediation and trial.

We are seeking an **attorney with at least three (3) years of trial experience** to handle the defense of tort actions, from commencement through discovery, motions, trial and disposition. Civil or criminal trial experience is required. Superior legal research, writing, analysis, negotiation, oral advocacy and organizational skills are also required. A working knowledge of liability insurance, personal or commercial, is a plus.

Applicants must reside in (or intend to soon become a resident of) New York State and be admitted to practice law in New York State. In addition, the Public Officers Law requires that attorneys in the Office be citizens of the United States. A two (2) year commitment upon being hired is a condition of employment.

JOIN THE TEAM
We're Hiring

OAG Employment Opportunities

Please click one of the buttons below to view the jobs that are available for the indicated position type.

- Attorneys**
- Investigators**
- Other Professional & Legal Support Positions**
- Law Students**
- Undergraduate & Graduate Students**
- Fellowship & Volunteer Attorney Opportunities**

As an employee of the OAG, you will join a team of dedicated individuals who work to serve the people of our State through a wide variety of occupations. To learn more about Assistant Attorney General compensation, please [click here](#). We offer a comprehensive New York State benefits package, including paid leave, health, dental, vision and retirement benefits, and family-friendly policies. Additionally, the OAG offers a robust Workplace Flexibilities Program with multiple options for employees, including telecommuting (up to two days per week) and alternative work schedules.

Per Office of the Attorney General policy, confirmation of vaccination status is a condition of employment for this position. If you are not fully vaccinated, you may be required to provide regular negative COVID-19 PCR test results at a frequency determined by the agency. The agency will consider religious and reasonable accommodations. For more information, please contact recruitment@ag.ny.gov.

Candidates from diverse backgrounds are encouraged to apply. The OAG is an equal opportunity employer and is committed to workplace diversity.



How To Apply

Applications are being received online. To apply, please click on the following link: [CLA AAG/TS ALB 3531](#)

To ensure consideration, applications must be received by close of business on January 6, 2023.

Applicants must be prepared to submit a complete application consisting of the following:

- **[Cover Letter](#)**
 - You may address to Legal Recruitment.
 - Indicate why you are interested in this position and what makes you a strong candidate.
- **[Resume](#)**
- **[Writing Sample](#)**
- **List of three (3) [references](#)**
 - Only submit professional references, supervisory references are preferred.
 - Indicate the nature and duration of your relationship to each reference.
 - Include contact information and email addresses for each reference.
 - Please note, your references will not be contacted until after you interview for the position.

If you have questions regarding a position with the OAG and the application process or need assistance with submitting your application, please contact Legal Recruitment via email at recruitment@ag.ny.gov or phone at 212-416-8080.

