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# ADA - Major Case Assistant District Attorney

## Summary

Title:	ADA - Major Case Assistant District Attorney
ID:	902- Trial Division
Department:	Trial Division
Functional Title:	Assistant District Attorney
Campaign Start Date:	04/27/2023
Salary Range:	\$80,440-\$167,610
# of openings:	1
Shift:	N/A

## Description

### **JOB SUMMARY:**

The Bronx District Attorney is committed to serving the over 1.4 million members of the Bronx County community through the Office's groundbreaking mission of "Pursuing Justice with Integrity" by fulfilling our duty to victims and providing fairness to defendants. We are looking for a diverse staff that reflects the community we serve. The Trial Division is seeking experienced attorneys (7+ years) to serve as a Major Case Assistant District Attorneys.

### **JOB RESPONSIBILITIES:**

Specific duties will include, but are not limited to, the following:

- Investigate and prosecute complex and serious cases in the Trial Division
- Collaborate closely with Bureau Chief/Unit Chief, Deputy Bureau Chiefs, and other Supervisors
- Operate at a high level of proficiency in both oral and written advocacy
- When needed, advise, assist, and second seat, both in grand jury and trial, all levels of legal staff
- All other duties as assigned

### **QUALIFICATIONS:**

- Juris Doctor degree required
- Minimum of 7 years of criminal trial experience
- Minimum of 5 felony trial
- U.S. citizenship and New York State residency are required as of first day of employment
- Member in good standing of the NY State Bar
- Ability to exercise good judgment and strong ethics
- Excellent written and interpersonal communication skills
- Exhibit an ability to maintain confidentiality of information
- Ability to analytically solve issues or problems from inception through conclusion
- Ability to excel in a fast-paced work environment and handle a high volume of cases
- Ability to work nights, holidays and weekends as needed

### **To Apply**

We appreciate your interest in a position with the Bronx District Attorney's Office. To apply, use the below link or follow the below instructions.  
<https://tinyurl.com/BXDA588481>

For City employees, to complete your application and be considered for this position, please log into NYCAPS Employee Self-Service (ESS), click on Recruiting Activities > Careers, and search for Job **ID 588481**.

For all other applicants, please visit [www.nyc.gov/jobs/search](http://www.nyc.gov/jobs/search) and search for Job **ID 588481**.

Upon your completion of the City application through NYCAPS, we will review your application and contact you if you are selected for an interview. If you have any questions or concerns, don't hesitate to contact Recruitment at 718-590-2258 or via email at [bxda recruit@bronxda.nyc.gov](mailto:bxda recruit@bronxda.nyc.gov).

## Post Until Filled

**\*\*LOAN FORGIVENESS:** The federal government provides student loan forgiveness through its Public Service Loan Forgiveness Program (PLF) to all qualifying public service employees. Working with Bronx District Attorney's Office qualifies you as a public service employee and you may be able to take advantage of this program while working full-time and meeting the program's other requirements. Please visit the Public Service Loan Forgiveness Program site to view the eligibility requirements: <https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service>.

**The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.**

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