

[Job Openings](#) >> Assistant District Attorney

Assistant District Attorney

Summary

Title:	Assistant District Attorney
ID:	902 - 2021169
Department:	Special Investigations Bureau
Functional Title:	Assistant District Attorney
Campaign Start Date:	06/24/2021
Salary Range:	\$80,440-\$167,610
# of openings:	Multiple
Shift:	N/A

Description

The Bronx District Attorney's Office seeks a well-qualified staff whose diverse backgrounds contribute to serve the 1.4 million members of the Bronx County community and pursue a safer Bronx through fair justice. The Special Investigations Bureau (SIB), located within the Investigations Division, conducts long-term investigations into violent gangs, narcotics trafficking, fatal overdoses, non-fatal shootings, and enterprise corruption using various forms of electronic surveillance including court-authorized eavesdropping. SIB is seeking an Assistant District Attorney who will be responsible for conducting long-term investigations as the primary attorney responsible for reviewing all evidence collected and liaising with our law enforcement partners and managers to make informed decisions that will progress the investigation.

JOB RESPONSIBILITIES:

- Listen and review content intercepted pursuant to lawful eavesdropping.
- Draft wiretap, provision of electronic communications data, pen register, cell site/gps, and search warrant applications.
- Compare, analyze, and compile patterns observed from timing and content of intercepted communications, location data, and other electronic evidence and incorporate said electronic evidence with evidence obtained from traditional investigative techniques.
- Analyze content of Cellebrite extractions and other data obtained from the execution of search warrants on electronic devices and cloud servers.
- Perform a full range of intelligence, analytical, and investigative tasks.
- Structure the collected evidence into an organized, cogent grand jury presentation.
- Prosecute the cases that arise from such long-term investigations, including meeting discovery obligations, drafting motions and responses, engage in plea negotiations, conduct hearings, and trials.
- Oversee work performed by analysts, law enforcement partners, and wire monitors and effectively communicate best practice, areas of improvement, and investigative goals and results to other team members.
- Other duties as needed.

QUALIFICATIONS:

- Juris Doctorate degree and admission to New York State Bar in Good Standing, required
- US Citizenship and New York State residency are required as of the first day of employment
- 3+ years of experience performing long-term criminal investigations with significant drafting requirements.
- Experience with wiretaps, electronic data, pen registers, and gps data including the use of the Sytech Adacs program/platform preferred.
- Ability to take direction from supervisors while contributing to group discussions that devise investigative strategy; and
- Ability to work independently to institute and realize the success of said investigative strategy.
- Ability to meet strict deadlines, in high-pressure situations, while producing high-quality work product.
- Superior organizational, time management, writing, and communication skills
- Quick learner regarding new technology tools and software.

- Experience using Cellebrite, Photoshop; ArcGIS; i2 Analyst Notebook; Palantir; etc. a plus.
- Proficiency in multiple languages, especially Spanish, preferred.
- Ability to adhere to strict requirements regarding legal records management, data protection, and privacy/confidentiality.
- Knowledge of NYS courts and the criminal justice system.

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/ADA-Special-Investigations>

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 540473.

For all other applicants, please visit www.nyc.gov/jobs/search and search for Job ID 540473.

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.

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.