

Third Judicial District Attorney State of New Mexico



Gerald M. Byers

District Attorney

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POSITION VACANCY ANNOUNCEMENT

Position/Division:	Trial Attorney (This is an at-will position. The elected District Attorney has final discretion on hiring and retaining for this position, including which qualifications and performance standards will apply.)
Salary Range:	\$60,008.00-\$74,994.40/ Annually (Hiring salary depends on experience and budget availability)
Requirements:	Licensed attorney in New Mexico, plus a minimum of two (2) years as a practicing attorney, or one (1) year as a prosecuting attorney.
Preferred Qualifications:	Two (2) or more years as a prosecuting attorney.
Knowledge, Skills, and Abilities:	Position requires advanced knowledge and skills in the areas of criminal prosecution; rules of evidence and rules of criminal procedure; public relations; organization; basic computer skills including working knowledge of office systems; effective trial skills; ability to draft legal documents; ability to work effectively with other criminal justice agencies; mentor and guide less experienced attorneys; ability to communicate effectively; ability to research/analyze information and situations. Works independently and makes decisions within guidelines. Decisions made include approving/disapproving charges. Charging decisions are made with consultation of higher level attorneys for high level and/or profile crimes.
Job Duties:	Incumbent handles felony cases under supervision, for example adult and juvenile burglaries, property crimes, armed robberies, drug trafficking, mental commitments, probation violations; takes rotation as on-call attorney; performs legal research for other attorneys; assists in trial teams; performs non-prosecution duties as assigned; advises/assists entry level attorneys; performs other related job duties.
Working Conditions:	Work is performed in office, courtroom, and community environments. Physical effort and travel may be required. Incumbent may be required to work under stressful situations and/or conditions.
Application Deadline:	Until the position is filled.
Submit Resume and Cover Letter to:	Whitney Safranek, Human Resources Administrator wsafranek@da.state.nm.us