



NYC Job Posting ID # 531352

POSITION AVAILABLE

ASSISTANT DISTRICT ATTORNEY

RICHMOND COUNTY DISTRICT ATTORNEY

The men and women of the Richmond County District Attorney's office work each day in partnership with Law Enforcement and the people of Staten Island to pursue justice for victims of crime, to prevent crime in all its forms, and to promote the safety and well-being of all citizens of our Borough.

THE ROLE

The Richmond County District Attorney's Office is seeking an experienced Assistant District Attorney who will share the same dedication, commitment, and passion to the agency's mission as all our RCDA employees.

WORK LIFE BALANCE

At RCDA we believe in a healthy work life balance, which is why we embrace a hybrid of in person and work from home schedule. Fostering a culture of wellness and self-care, we also acknowledge our managers who work a significant number of hours within a two-week period with DA certificates, allowing them a day off without having to use their accrued leave.

BENEFITS

RCDA provides extensive benefits packages including the choice of any city-wide health plan! there's also the Management Benefits Fund, which provides a comprehensive dental and vision coverage, access to free life insurance, and a gym reimbursement. Other benefits include a six (6) week parental leave we give to expecting parents; yearly reimbursement for the bar association fee; yearly reimbursement for the notary fee; and last but certainly not least, as a public service employee you are eligible for the Public Service Loan Forgiveness program (PSFL), which forgives the remaining balance on your direct loans after you've reached a certain number of qualifying payments (most people use this to forgive school loans)!

MINIMUM REQUIREMENTS

1. New York Bar admission
2. Must be a New York State resident.

PREFERRED SKILLS

- Supervisory experience and foreign language skills a plus;
- At least 6 - 10 years' experience in prosecuting felonies;
- Strong analytical, organizational, written and oral communication skills;
- Resourcefulness and ability to work independently and as part of a team

CIVIL SERVICE TITLE: **Assistant District Attorney**

SALARY RANGE: **\$85,000 - \$130,000**, Commensurate with experience; full NYC benefits package

APPLICATION DEADLINE: Until Filled

TO APPLY: ALL APPLICATIONS MUST BE SUBMITTED THROUGH THE NYC JOBS WEBSITE

City Employees – Click [here](#) and log in to ESS.

Non-City Employees – Go to <https://a127-jobs.nyc.gov/>

- Search for job ID number: **531352**
- Click on the job business title: **Assistant District Attorney**
- Click on “Apply Now” at the bottom of the posting

Please submit a writing sample with your cover letter.

Only candidates under consideration will be contacted.

The candidate selected for this position must be a resident of the City of New York or become a resident within 90 days of appointment.

As of August 2, 2021, all new hires must be vaccinated against the COVID-19 virus, unless they have been granted a reasonable accommodation for religion or disability. If you are offered city employment, this requirement must be met by your date of hire, unless a reasonable accommodation for exemption is received and approved by the hiring agency.

Nothing can provide a higher level of protection against COVID-19 or do more to speed the City's recovery than vaccination, which is safe and lifesaving. Convenient and community-based vaccination sites can be found via nyc.gov/vaccinefinder or by calling 877-VAX-4-NYC.

THE RICHMOND COUNTY DISTRICT ATTORNEY IS AN EQUAL OPPORTUNITY EMPLOYER AND A COPY OF THE EQUAL OPPORTUNITY PROGRAMS IS AVAILABLE IN THE HUMAN CAPITAL DIVISION. THE DEPARTMENT MAKES AVAILABLE ACCOMMODATIONS FOR DISABLED APPLICANTS