



Job Announcement

Assistant State's Attorney Entry-Level and Experienced

The State's Attorney's Office is charged with serving the interests of the citizens of Prince George's County, Maryland. Serving nearly one million residents, the Prince George's County State's Attorney's Office protects the community through the prosecution of criminal matters. Our team is committed to fulfilling our mission with a thoughtful and impartial application of the law. We reaffirm the standards set by law-abiding citizens to ensure that safe and productive communities thrive within Prince George's County, Maryland.

The Prince George's County Office of the State's Attorney has openings for Entry-Level and Experienced Assistant State's Attorneys (ASA). The State's Attorney's Office is charged with servicing the interest of the citizens of Prince George's County, Maryland. These are exempt positions, meaning the Assistant State's Attorney is a political appointment and serves at the pleasure of the State's Attorney. Positions may be paid from the general fund and/or limited-term-grant fund.

TYPICAL DUTIES:

The State's Attorney's Office is looking to fill vacancies for Entry-Level and Experienced Assistant State's Attorney (ASA) positions. The candidates selected must be familiar with and able to effectively utilize the rules of evidence and criminal procedure to prosecute violations of the criminal law of Maryland, both confidently and professionally.

Typical duties for ASAs include: Screen and indict potential cases for trial, Prepare appropriate cases for trial (District Court for Entry-Level ASAs; Circuit Court & Juvenile Court for Experienced ASAs); Contacting, interviewing and preparing victims and witnesses for all court appearances; Handling bonds, evidentiary hearings and motions, and trials; Drafting routine pleadings; and Communicating appropriate information with the citizens of Prince George's County on a variety of issues.

MINIMUM QUALIFICATION FOR CANDIDATES:

Candidates must have graduated from an accredited law school and be barred in the State of Maryland. Additionally, Experienced candidates must have a minimum of three (3) years of Criminal litigation experience. Prosecution is strongly preferred, although not required.

CONDITIONS OF EMPLOYMENT: Candidates must pass a background investigation and drug screen.

ELIGIBILITY TO WORK: Under the Immigration Reform and Control Act of 1986, an employer is required to hire only U.S. citizens and lawfully authorized alien workers. Selected candidate for employment will be required to show and verify authorization to work in the United States.

CLOSING DATE: Open Until Filled

HOW TO APPLY: Submit cover letter and resume to: Human Resources Manager, Office of the State's Attorney for Prince George's County at SAOHumanresources@co.pg.md.us. Please write "ASA Entry-Level **OR** ASA Experienced (whichever is most applicable)" in the subject line. Please include information regarding trial experience (ie: Number of trials, whether jury or bench trials, and your role during trial).

An Equal Opportunity Employer

Prince George's County Government is committed to providing access and reasonable accommodation in its services, activities, programs, and employment opportunities in accordance with the Americans with Disabilities Act and other applicable laws. To request reasonable accommodation, contact the State's Attorney's Office ADA Program Manager, Debra Arrington, 301-952-3500.