



## EMPLOYMENT OPPORTUNITY

# DEPUTY PUBLIC DEFENDER

### SALARY AND BENEFITS

\$26.02 - \$31.42 hourly, plus benefits package

### FILING DEADLINE

5:00 p.m., February 3, 2012

### DUTIES AND RESPONSIBILITIES

*The Deputy Public Defender provides legal advice and services to indigent persons accused of violations of criminal and family law. The major duties of the job include:*

- Interview clients accused of violations of criminal law, provide them with legal counsel and advice.
- Assemble and evaluate evidence and secure and interview witnesses.
- Prepare legal defenses in cases where Public Defender has been appointed to represent client.
- Study, interpret and apply laws, court decisions and other legal authorities in the preparation of cases, opinions and trial briefs.
- Prepare pleadings and other papers related to criminal proceedings.
- Build and maintain positive working relationships with co-workers, other County employees, outside counsel and the public using principles of good customer service.
- Perform related duties as assigned.

### MINIMUM QUALIFICATIONS

***Education:*** Graduation from an accredited law school.

***Experience:*** Some misdemeanor criminal trial experience is preferred. Judicial or prosecutorial internship a plus.

***License:*** Active membership in the California State Bar Association with membership number noted on application. Possession of or ability to obtain a valid California driver's license

### SELECTION PROCESS

Application materials will be reviewed, and the best-qualified applicants will be invited to Susanville to participate in interviews.

## How to Apply

An application may be obtained from the Personnel Office listed below or by visiting our website at <http://www.co.lassen.ca.us> . It is your responsibility to provide specific, accurate and complete information describing how you meet the minimum qualifications. Qualified applicants are invited to submit an official Lassen County application plus resume, references and writing sample to:

Lassen County Personnel Department  
221 South Roop Street  
Susanville, California 96130

☎ (530) 251 -8320 ☎

Opened January 12, 2012

### ☞ GENERAL INFORMATION ☞

Lassen County is an equal opportunity employer hiring employment eligible applicants.

Disabled applicants who require special testing arrangements should contact the Personnel Department prior to the filing deadline.

In accordance with the Immigration Reform and Control Act, applicants must provide acceptable proof of identity or authorization to work in the United States.

A thorough background investigation will be conducted prior to employment. The investigation may include reference checks, fingerprinting, credit check, driver history and inquiry to local, state and federal files to obtain criminal history information.

Lassen County requires pre-employment drug screening.

All applicants who meet the minimum qualifications are *not* guaranteed advancement through any subsequent phase of the selection process.

Selection processes may include, but are not limited to, one or more of the following: application review, competitive screening, written examination, performance examination, and/or oral examination.

This bulletin is solely for the purpose of announcing a job opening. It does not constitute a contract, expressed or implied, and any provisions contained herein may be modified or revised without notice.