



**Office of Personnel and Civil Service  
Job Announcement  
Please Post Conspicuously**

Michael Mascarenas  
County Manager

Shaun Gilliland  
Chairman of the Board

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**TITLE:** **ASSISTANT DISTRICT ATTORNEY**  
***(Full-Time & Part-Time Positions Available)***

**SALARY:** Determination to be made commensurate with the applicant's experience.

**LOCATION:** Essex County District Attorney's Office, Elizabethtown

**BENEFITS:** Health Insurance, Dental Insurance, Sick, Vacation, and Personal time, NYS Retirement, Life Insurance, Flexible Spending Plan, Paid Holidays, Employee Assistance Program, Employee Premium Enhancement, and 35 Hour work weeks.

**JOB SUMMARY:** Duties include representing the County in prosecution of criminal cases that occur within the District Attorney's geographical jurisdiction of Essex County. The work is performed under general direction in accordance with overall policies of the department. The incumbent does related work as required.

**MINIMUM QUALIFICATIONS:** Possession of a license to practice law in the State of New York.

**Residency Requirement:** *There is NO residency requirement.*

**Additional Information:** Persons seeking employment with Essex County shall be required to submit to a drug and alcohol screening/testing, pre-employment physical, and additionally may be required to submit to a fingerprint background check, depending upon the specific requirements of the position.

**Posting Date:** **November 21<sup>st</sup>, 2024**

**Application Deadline:** **December 6<sup>th</sup>, 2024**



Essex County Dept. of Personnel & Civil Service  
Essex County Government Center, 7551 Court Street, P.O. Box 217, Elizabethtown, NY 12932



[essexcountyny.gov/personnel-and-civil-service](http://essexcountyny.gov/personnel-and-civil-service)



518.873.3360

**Essex County is an Equal Opportunity Employer**