



# Assistant County Attorney Clay County Job Announcement

The Clay County Attorney's Office is now accepting applications to be considered for a Full-Time Assistant County Attorney.

Date Posted: January 16, 2019

Application Deadline: open until filled

Annual Salary: \$67,641.60 to \$72,883.20 or negotiable, commensurate with experience and qualifications.

This position is eligible for Clay County's benefit package.

## MINIMUM REQUIREMENTS

- Juris Doctorate degree
- MN Licensure
- Ability to pass a background check

## PREFERRED QUALIFICATIONS

- 1-3 years of prosecution experience
- 

## TO BE CONSIDERED FOR THE POSITION, SUBMIT THESE MATERIALS\*\*

- Clay County Application must be submitted for all County positions.
- Resume
- Cover Letter
- Writing Sample

\*\*All materials need to be returned by the deadline.

## HOW TO APPLY

- To apply, follow the application link: [Application](#)

## APPLICATION INFORMATION

- If you are eligible military veteran and wish to claim Veteran's Preference, you must present a legible photocopy of your DD214 form to the Office of Human Resources. All veterans who are certified will be considered for appointment.

## DUTIES AND ESSENTIAL FUNCTIONS

This position's current duties include:

1. Legal representation of the State of Minnesota and/or County of Clay in criminal matters consisting of prosecution of gross misdemeanors through felony level offenses including Appellate work.
2. Other duties as assigned by the County Attorney

The listed examples may not include all the duties performed by all positions in this class.

**Clay County is an Affirmative Action Equal Opportunity Employer**