

Senior Assistant District Attorney

Employer: Liberty County District Attorney's Office

Location: Liberty, Texas

The Liberty County District Attorney's Office will have an opening for a Senior Assistant District Attorney effective April 1, 2022.

Major duties include:

- Felony case intake; responds to crime scenes; determines if evidence warrants criminal charges; confers with police departments to review search warrants and affidavits; reviews offense reports and witness statements; prepares charge instruments.
- Prepares criminal cases for trial; interviews witnesses and victims; reviews evidence; visits crime scenes; prepares jury trials; reviews pertinent case law; creates visual aids; interviews police officers.
- Represents the State in criminal trials; selects juries, makes opening statements, questions witnesses, introduces evidence, argues before a judge and jury, and delivers closing arguments.
- Reviews criminal cases for appropriate disposition; presents cases to Grand Jury; prepares indictments; recommends bonds.
- Represents the State in motion hearings.
- Participates in community outreach activities and represents the office to civic organizations.
- Coordinates with community supervision officers with regards to the appropriate terms and conditions of probation, progress of probationers, and issues relation to the revocation, modification, or adjudication of individuals on probation.
- Participates in training activities.
- Able to report regularly for work and be on time.
- Performs related duties as requested by the District Attorney.

Qualifications:

- Graduation from an accredited school of law.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with practicing law for a minimum of five years.
- Comprehensive knowledge of the ethical principles of law.
- Current membership in the State Bar of Texas.
- Must be able to conduct self in a professional manner and develop and maintain good working relationships with visitors, clients, co-workers, attorneys, judges and Liberty County officials.
- Must pass a pre-employment physical exam and drug test paid by Liberty County.
- Must be able to pass a thorough background investigation conducted by Liberty County.

Starting salary is \$100,000-\$102,000.00 depending on experience.

Submit resumes and references via email or mail to:

Jennifer L. Bergman
District Attorney
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