



Division of Criminal Justice

Criminal Enforcement and Financial Crimes Bureau – New York City

Attorney (*Temporary Position*)

Job Posting Code: CEFC_NYC_TA

The Office of the New York State Attorney General (OAG) is seeking term position attorneys to serve in its [Criminal Enforcement and Financial Crimes Bureau](#). The Bureau focuses primarily on cases involving bank and financial institution fraud, securities and investment fraud, money laundering, tax crimes, mortgage fraud, investment schemes and insurance fraud. The Bureau includes attorneys, investigators, auditors and analysts who conduct in-depth, long-term criminal investigations and prosecute cases from charging through conviction.

Serving as a temporary attorney, the candidate will be part of a financial fraud investigative team that is engaged in identifying patterns of fraud in connection with an ongoing financial crimes investigation. The successful candidate will handle all aspects of the review and corresponding analyses of electronically-stored information and documentary evidence related to ongoing criminal investigations. ***This is a full-time month-to-month, paid term position, not to exceed six (6) months in length.***

REQUIRED QUALIFICATIONS

- J.D. Degree.
- Ability to analyze complex legal and factual issues and pay careful attention to facts and details.
- Great organizational and communication skills.
- Ability to work independently and on a team, ready and willing to volunteer and assist other attorneys.
- Devotion to justice and excellence and ability to exercise fair and sound judgment.

DESIRED QUALIFICATIONS

- Prior experience working with an electronic discovery review platform, such as Relativity, Rational, or a substantially-similar product.
- Fluency in other languages (e.g., Spanish, Mandarin, Russian, etc.) in addition to English is a plus.

*Candidates from diverse backgrounds are encouraged to apply.
The OAG is an equal opportunity employer and is committed to workplace diversity.*

HOW TO APPLY

Applications are being received online. To apply, please visit our website by clicking [here](#). Applicants must be prepared to submit a complete application consisting of the following:

- **Cover Letter** (*You may address to Sandra Jefferson Grannum, Esq., Bureau Chief, Legal Recruitment*)
- **Resume**
- **List of three (3) references with contact information and email addresses**
- **Most recent transcript (unofficial is acceptable)**

Please note: Failure to submit a complete application will delay the consideration of your application.

If you have questions about a position with the OAG, the application process or assistance with submitting your application, please contact the Legal Recruitment Bureau via email at recruitment@ag.ny.gov or phone at 212-416-8080.

For more information about the OAG, please visit our website: www.ag.ny.gov.