

# OFFICE OF THE NEW YORK STATE ATTORNEY GENERAL

## Division of Regional Affairs

### Harlem Regional Office – Assistant Attorney General – New York City

#### Reference No. HRM\_AAG\_2015

The [Harlem Regional Office](#) of the New York State Office of the Attorney General (OAG) is seeking a litigator with at least two (2) years of litigation experience to serve as an Assistant Attorney General. The Regional Office commences a broad range of affirmative litigation with an emphasis on consumer fraud cases.

The Assistant Attorney General will interview complainants, analyze data and documents, draft pleadings and legal briefs, argue motions, and negotiate settlements. The ideal candidate will have demonstrated complex litigation experience and will handle all phases of litigation. Superior writing, analytical and organizational skills are required. Trial experience is preferred.

Applicants must reside in (or intend to soon become a resident of) New York State and be admitted to practice law in New York State. In addition, the Public Officers Law requires that attorneys in the Office be citizens of the United States.

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

**Applications are being received online.** To apply, please go to our website, [www.ag.ny.gov, Resources/Job Opportunities - Attorney Positions](http://www.ag.ny.gov/Resources/Job%20Opportunities%20-%20Attorney%20Positions).

Applicants must be prepared to submit a complete application packet consisting of a **cover letter, resume, most recent transcript, if less than 5 years post-graduate (unofficial is acceptable), writing sample, and a list of three (3) references with contact information and email addresses**. You may address your cover letter to Sandra Jefferson Grannum, Esq., Bureau Chief, Legal Recruitment. *Please note: Failure to submit a complete application will delay the consideration of your application.\**

**For 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](mailto:recruitment@ag.ny.gov) or phone at 212-416-8080.**

*\*Review of applications begins immediately and will continue on a rolling basis.*

**For more information about the Office, please visit our website:**

[www.ag.ny.gov](http://www.ag.ny.gov).