

# UMATILLA COUNTY

## EMPLOYMENT OPPORTUNITY

### UMATILLA COUNTY DEPARTMENT OF HUMAN RESOURCES

County Courthouse, 216 S.E. 4th Street, Pendleton OR 97801

Phone: (541) 278-6282 - Fax: (541) 278-6374

TDD (Hearing Impaired): (541) 278-5467

AN EQUAL OPPORTUNITY EMPLOYER

October 24, 2017

17-25

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#### POSITION ANNOUNCEMENT

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**POSITION:** Deputy District Attorney I  
**POSITION #:** 17-25  
**DEPARTMENT:** District Attorney's  
**SALARY:** \$4,660/Month (to start), Plus excellent benefits  
**CLOSING:** Open Until Filled

**DESCRIPTION:** Defends the Federal and State constitutions. Acts as an officer of the Court and deputy to the chief law enforcement official in the county. Performs functions of a deputy district attorney at the misdemeanor/felony/circuit court level. Reviews reports from various police agencies, makes charging decisions, prepares charging documents, prepares cases for trial, prepares witnesses, assists victims, does legal research, briefs issues for hearings, does motion practice, represents the state at court proceedings, offers legal advice to police, county and state officials, reports to crime scenes when called, participates in an on-call list rotation for after-hours access for local law enforcement agencies.

**REQUIREMENTS:** The person who fills this position must hold a Doctorate of Jurisprudence from an accredited law school and be a member in good standing with the Oregon State Bar Association. The person will undergo an extensive legal background check. The person must possess a commitment to team work and a strong motivation and ability to work with different agencies and individuals in dealing with crime. The person must have respect for a wide range of lifestyles, sensitivity to difficult issues and a positive outlook. The person must have the ability to prioritize work and be able to work alone with little or no supervision at times. The person must have the ability to remain firm in their efforts to seek Justice. Computer and Word user skills preferred.

**HOW TO APPLY:** Use of Umatilla County application is MANDATORY. Anyone who qualifies for Veterans' Preference in Public Employment provided for in OAR 839-006-0435; please include proper certification (OAR 839-006-0465) with your application. Any applicant with a disability who needs reasonable accommodation in any step of the application or hiring process to assist or to demonstrate qualifications or to perform the essential functions of the job for which the applicant is applying should inform the Human Resources Department. This job announcement is not intended to serve as a comprehensive job description. Blank applications and a complete job description can be obtained on our website at [www.umatillacounty.net](http://www.umatillacounty.net) or the Human Resources Office, Room 108. Applications will be accepted by hand delivery, mail, fax, or email to [hr@umatillacounty.net](mailto:hr@umatillacounty.net).