BAKER COUNTY JOB OPENING

DEPARTMENT: District Attorney’s Office

POSITION: Deputy District Attorney I

Salary Range: 18

Range 18

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<th>Step 1</th>
<th>Step 2</th>
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<th>Step 4</th>
<th>Step 5</th>
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<td>$4,845/mo.</td>
<td>$5,086/mo.</td>
<td>$5,343/mo.</td>
<td>$5,615/mo.</td>
<td>$5,892/mo.</td>
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Summary
As Deputy District Attorney I, this position performs professional legal work in the prosecution of criminal cases; primarily misdemeanor cases. This classification involves trial work and all other aspects of litigation of criminal cases through the District Attorney’s Office. This position also works closely with the Juvenile Department in presenting delinquency cases and DHS in present dependency cases in court.

Examples of Essential Job Duties:
- Prosecute misdemeanor cases in Circuit Court that involves the review of cases, interviewing and selecting witnesses, interviewing victims, presenting cases to the jury.
- Prepare delinquency and dependency petitions; prepare cases for juvenile court hearings.
- Prepare and appear at various non-trial court appearances; pre-trial motions, please, sentencing, restitution, arraignments and other various hearings.
- Represent the State in support enforcement matters, asset forfeiture proceedings and other administrative matters.
- Advise law enforcement officials regarding procedural questions; prepare legal documents including search warrants, arrest warrants, and evidence evaluation.

Education, Experience and Training
Doctor of Juris Prudence Degree. At time of appointment, must be a member of the Oregon Bar Association and possess a valid Oregon driver’s license. Must have good character and pass an extensive background check.

A complete job description and application is available upon request or online at:
www.bakercounty.org

For additional information, contact Heidi Martin in the Personnel office at 541-523-8200 or 541-523-8209. Applications must be submitted to the Personnel office by 5:00 p.m. on the closing date.

POST DATE: March 26, 2020

CLOSING DATE: April 9, 2020 or until filled