HUNTINGDON COUNTY DISTRICT ATTORNEY'S OFFICE

JUSTICE • SAFETY • COMMUNITY

NOW HIRING

FIRST ASSISTANT DISTRICT ATTORNEY

MAKE A DIFFERENCE. SERVE YOUR COMMUNITY.

POSITION OVERVIEW

This full-time position involves handling an active caseload of criminal prosecutions. Responsibilities include court appearances, juvenile proceedings, trial, appellate work, legal research and legal writing. The Assistant District Attorney is expected to appear before the Court of Common Pleas judges and Magisterial District judges for a variety of proceedings; including preliminary hearings, arraignments, pre-trial conferences, guilty plea proceedings, suppression hearings, bench and jury trials.

This position requires frequent interaction with victims, witnesses, and law enforcement personnel.

KEY RESPONSIBILITIES

- Handle an active caseload of criminal prosecutions
- Court appearances in multiple settings
- Juvenile proceedings
- Trial and appellate work
- Legal research and legal writing
- Frequent collaboration with victims, witnesses, and law enforcement personnel

EMPLOYMENT TYPE

Full-time, benefit eligible

SALARY

$50,000 – $70,000
(dependent on experience and qualifications)

START DATE

Immediately

REQUIREMENTS

Candidate must be in good standing and admitted to practice law in Pennsylvania. Candidates must have strong writing skills. Previous prosecution experience preferred, but not required.

APPLY TODAY

If interested, please submit a cover letter, including salary requirements, resume, and writing sample to:

District Attorney David Smith
207 Washington Street
Huntingdon, PA 16652
814-643-5371

PROTECTING TODAY • BUILDING A STRONGER TOMORROW