

**DELAWARE DEPARTMENT OF JUSTICE
JOB OPENING**

Opening Date: August 21, 2015

Closing Date: August 27, 2015

**DEPUTY ATTORNEY GENERAL-ASSISTANT UNIT HEAD
Criminal Division, Misdemeanor Trial Unit, New Castle County**

Description of Duties:

The Criminal Division, Misdemeanor Trial Unit (Court of Common Pleas), New Castle County, seeks to fill the supervisory position of Deputy Attorney General/Assistant Unit Head. This Deputy Attorney General will represent the State of Delaware in handling a large and demanding caseload of misdemeanor calendars assisting the Unit Head in supervising the personnel of the Unit. This is a high volume Unit, which requires the Deputy to have a thorough knowledge of court rules and procedures. The Deputy will be required to decide what cases should be prosecuted, which should plead out, what specific plea offers should be on a case by case basis, which cases should be resolved by a trial, and try the ones that are not otherwise resolved. The Unit Head and Assistant Unit Head review and make plea offers for all JP 11 arraignments on a weekly basis and send plea offers to the Court, prosecute Superior Court cases, including homicides and will be assigned on the homicide 24/7 phone.

Strengths should include strong organizational skills, the ability to evaluate criminal cases, determine resolutions, and anticipate legal issues with the ability to research accurately and effectively. Must have a good working relationship with other Deputy Attorneys General, support staff and Court personnel. Must have the ability and determination to learn and apply the relevant laws and court rules. Membership in Delaware Bar is required.

Internal employees who are interested in being considered: Please submit an updated Resume or Summary of Work experience to the Director of Human Resources.

External applicants: Please submit your Resume and State Application to the Delaware Department of Justice, Human Resources, 820 N. French Street, 6th Floor, Wilmington, DE 19801 or E-mail to DOJHR@state.de.us or Fax to: 302-577-5866. EOE.