

**DELAWARE DEPARTMENT OF JUSTICE
JOB OPENING**

Opening Date: September 12, 2016

Closing Date: September 23, 2016

**DEPUTY ATTORNEY GENERAL
Civil Division, Departments and Agencies Unit, DelDOT
New Castle and Kent Counties**

Description of Duties:

The Department of Justice (“DOJ”) Civil Division, and Delaware Department of Transportation (“DelDOT”) seek a Satellite Deputy Attorney General (“DAG”).

This DAG will primarily represent DelDOT in matters relating to eminent domain actions for DelDOT Capital Transportation Projects (“CTP”), including development-related improvements requiring new rights of way and other property acquisitions. **Experience with land use and condemnation practices, as well as commercial and residential real estate transactions, negotiations and settlements, is required.** Such duties and projects include, without limitation:

- (1) Reviewing and/or drafting of a full range of transactional documents such as real estate contracts, leases, easements, and memoranda of understanding;
- (2) Representing DelDOT in transactions with other parties such as land developers, state agencies and non-profits;
- (3) Filing and litigating eminent domain actions on behalf of DelDOT;
- (4) Assisting DelDOT project managers in all aspects of their acquisition of property for purposes of condemnation;
- (5) Conducting residential and commercial real estate settlements in connection with property acquisitions, including preparation and/or review of all necessary legal documents, title searches, and surveys, and determination of property tax liability including proration, payments and/or reimbursements;
- (6) Performing and/or reviewing real estate title searches (sixty-year searches) and advising DelDOT on the need to acquire title insurance;
- (7) Preparing, processing and recording, as appropriate, legal documents, such as deeds, easements, releases, mortgage releases, affidavits, settlement forms, and appropriate IRS forms in connection with real estate settlements;
- (8) Providing advice and services to DelDOT relative to the State Landlord-Tenant Code and reviewing lease agreements on behalf of DelDOT;
- (9) Assisting in DelDOT’s regulatory review functions; and
- (10) Assisting in litigation matters, including construction claim analysis and litigation.

This position will split time between the Bear and Dover offices of DelDOT.

Internal applicants should submit an updated Resume or summary of work experience to the Director of Human Resources.

External applicants should submit a Resume and a State Application to the Delaware Department of Justice, Human Resources, 820 N. French Street, Sixth Floor, Wilmington, DE 19801, or Email to DOJHR@state.de.us, or Fax to: 302-577-5866. EOE.