

**DELAWARE DEPARTMENT OF JUSTICE
JOB OPENING**

Opening Date: August 11, 2016 Closing Date: August 19, 2016

**DEPUTY ATTORNEY GENERAL
Civil Division, DelDOT, New Castle County**

Description of Duties:

The Department of Justice (“DOJ”) Civil Division, and Delaware Department of Transportation (“DelDOT”), New Castle County, seek a Satellite Deputy Attorney General (“DAG”) to manage a high volume of real estate projects for DelDOT.

This DAG will advise DelDOT on a full range of projects. Such duties and projects include, without limitation:

- (1) Assisting in DelDOT’s regulatory review functions;
- (2) Representation of DelDOT in transactions with third parties such as land developers, state agencies and non-profits;
- (3) Reviewing and/or drafting of a full range of transactional documents such as real estate contracts, leases, easements, and memoranda of understanding;
- (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, which requires the ability to read and understand title searches and surveys, and the drafting of state of title documents;
- (6) Assisting in litigation matters; and
- (7) Advising DelDOT leadership with respect to issues that arise in connection with real estate transactions.

Experience and/or familiarity with commercial and residential real estate transactions, land use and condemnation practices is required. The position will be primarily located in DelDOT’s Bear office, but some travel to Dover will be required.

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.