



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta
Director

TITLE: PUBLIC DEFENDER ASSISTANT GRADE II

SALARY: \$65,672 - \$71,762 annually

LOCATION: Monroe County Public Defender's Office

JOB SUMMARY:

This position, located at the Monroe County Public Defender's Office, is responsible for high quality legal representation of indigent defendants entitled to public defense. Employees are assigned to criminal court. Duties involve investigating and preparing court cases, interviewing clients and related persons, and appearing in court on a regular basis. Employees will handle hearings, trials, negotiations, pleas and sentences. The employee reports directly to, and works under the general supervision of a Special Assistant Public Defender or other higher level staff member. Supervision of others is not a responsibility of this class. Does related work as required.

CHARACTERISTICS OF THE IDEAL CANDIDATE:

1. The Public Defender Assistant Grade II shall be an attorney duly licensed to practice law in the State of New York and admitted to practice in all courts within the scope of the plan.
2. The Public Defender Assistant Grade II must have an ability to work with the judges, lawyers, court administrators, other persons within the court system, and court officials.
3. The Public Defender Assistant Grade II shall have a commitment to providing high quality defense to clients.

SPECIAL REQUIREMENTS:

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

Jill Paperno, Acting Public Defender
Monroe County Public Defender's Office
10 N. Fitzhugh St.
Rochester, NY 14614

Posting Date: December 20, 2021

Posting Deadline: Until Filled

210 County Office Building, 39 West Main Street, Rochester, NY 14614-1471

PHONE: (585) 753-1700 TTY: (585) 753-1091 WEB SITE: <http://www.monroecounty.gov>

Monroe County government prohibits discrimination in employment, program activities, procurement and contracting against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation or national origin.

An Equal Opportunity Employer