

Assistant County Attorney

The Ontario County Attorney's Office seeks a qualified, motivated attorney for the position of Assistant County Attorney. Under the direction of the County Attorney, this position represents Ontario County in the practice of law, specializing in matters related to negotiating, drafting, reviewing, managing and overseeing contracts for all County Departments. This position will also include maintaining and updating the contracting process and the templates used.

Requirements:

- A Juris Doctor degree from an accredited law school and admission to practice law in NYS is required at time of appointment.
- Excellent communication skills
- 3 to 5 years' experience in the above areas

Salary will be commensurate with experience. Comprehensive benefits package with health insurance, deferred compensation match, NYS retirement pension and generous leave/paid holidays.

A completed electronic application and resume should be submitted to:

<https://ontario-portal.mycivilservice.com/>

Applications should be submitted through August 16th or until the position is filled.