



Ontario County Department of Human Resources  
3019 County Complex Drive  
Canandaigua, NY 14424

[www.ontariocountyny.gov](http://www.ontariocountyny.gov) ~ ~ (585) 396-4465

*Vision: A vibrant community where every citizen has the opportunity to be healthy, safe and successful*

*Mission: Provide strategic and responsive public services that are fiscally responsible and sensitive to the diverse and changing needs of our community*

## JOB OPENING NOTICE

**POSTING DATE\*: FROM:** 9/28/2026 **TO:** 10/31/2026

**JOB TITLE:** Assistant County Attorney

Associate Level Attorney licensed starting rate of pay \$102,779 and not licensed \$73,844. Experienced ACA salary, step 1 is \$121,299. Adjustment up to step 4 may be made based on experience & with approval of the

**2026 RATE OF PAY:** Board of Supervisors.

**LOCATION:** Ontario County, County Attorney's office

### MINIMUM QUALIFICATIONS AS SHOWN ON JOB DESCRIPTION

See attached job description for more details.

**APPLICATION DEADLINE / LAST FILING DATE\*:** 10/31/2026 or until filled

\* Last filing date established for an announced exam always supersedes posting date.

**HOW TO APPLY:** All applications must be received through the [Ontario County Civil Service Employment Portal](#).

*Ontario County is an Equal Opportunity Employer and, as such, offers equal opportunities for all qualified applicants with no discrimination as to age, race, color, creed, sex, national origin, sexual orientation, military status, predisposing genetic characteristics, marital status, domestic violence victim status, disabilities or, in certain circumstances pursuant to Executive Law 296, conviction record. Any person with a disability requesting reasonable accommodations in order to participate in examinations will be accommodated.*

ONTARIO COUNTY  
ASSISTANT COUNTY ATTORNEY

Ontario County seeks a qualified, motivated attorney for the position of Assistant County Attorney to act as legal counsel to the Board of Supervisors, the County Administrator, and the County's departments and officers. The County Attorney's Office is a multifunctional office which provides counsel for defense of civil actions against Ontario County, juvenile delinquency prosecution, counsel for the County's Department of Social Services including family court and Medicare fraud, contract review and approval, risk management, counsel on legal matters at Finger Lakes Community College, labor relations, policy development and implementation, and various other areas of municipal law.

Requirements:

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

Starting salary range dependent upon experience. Comprehensive benefits package with health insurance, deferred compensation match, NYS retirement pension and generous leave/paid holidays provided.

A completed electronic application and resume should be submitted to:

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

Applications should be submitted through October 31, 2026 or until position is filled.

EOE