

**City of New York  
CIVILIAN COMPLAINT REVIEW BD  
Job Posting Notice**

<b>Civil Service Title:</b> AGENCY ATTORNEY INTERNE	<b>Level:</b> 00
<b>Title Code No:</b> 30086	<b>Salary:</b> \$52,482.00/\$60,354.00-\$63,722.00 <b>Frequency:</b> ANNUAL
<b>Business Title:</b> Junior Prosecutor	<b>Work Location:</b> 100 Church St., N.Y.
<b>Division/Work Unit:</b> Civilian Complaint Review Board	<b>Number of Positions:</b> 1
<b>Job ID:</b> 189574	<b>Hours/Shift:</b>
<b>Job Description</b>	
<p>The Junior Prosecutor's responsibilities include, but are not limited to:</p> <p>Aids in preparation of cases for trial while under the supervision of a prosecutor, including identifying and interviewing witnesses, gathering and analyzing evidence, assisting in the developing trial strategies, drafting and delivering opening and closing arguments, presenting and cross examining witnesses at trial, etc.;</p> <p>Aids in preparation of Fogel Letters and other memoranda while under the supervision of a prosecutor;</p> <p>Researches legal issues, opinions, and decisions in preparation of legal briefs for the Board and the Deputy Commissioner of Trials while under supervision of a prosecutor;</p> <p>Maintains accurate and complete records of actions taken during the course of the prosecution.</p>	
<b>Minimum Qualification Requirements</b>	
Graduation from an accredited United States law school as defined in the Rules of the New York Court of Appeals (Sections 520.3 or 520.5) or admission to the New York State Bar.	
<b>Preferred Skills</b>	
<b>Additional Information</b>	
<b>Residency Requirement</b>	
New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.	
<b>To Apply</b>	
<p><b>CITY EMPLOYEES:</b></p> <ol style="list-style-type: none"> <li>1) Apply through Employee Self Service (ESS) under Recruiting Activities</li> <li>2) Search for Job ID# 189574</li> </ol> <p><b>FOR ALL OTHER APPLICANTS:</b></p> <ol style="list-style-type: none"> <li>1) Go to <a href="http://www.nyc.gov/careers/search">www.nyc.gov/careers/search</a></li> <li>2) Search for Job ID#189574</li> </ol>	

<b>Recruitment Contact</b>	
<b>Posting Date:</b> 04/03/2015	<b>Post Until:</b> 04/16/2015

**The City of New York is an Equal Opportunity Employer**