



**ECTOR COUNTY, TEXAS
HUMAN RESOURCES DEPARTMENT**

**ASSISTANT DISTRICT ATTORNEY
ECTOR COUNTY DISTRICT ATTORNEY'S OFFICE**

The District Attorney's Office is in need of an Assistant District Attorney. The Assistant District Attorney will be under the supervision of the District Attorney and will primarily handle felony cases of all types.

PRIMARY DUTIES: The Attorney will handle all felony cases assigned to his/her Court and shall be responsible for reviewing, preparing cases indictments and presenting such cases to the Grand Jury, after which the Attorney will be in charge of preparation of all pleadings and correspondence necessary for discovery and trial, or rejection and dismissal, of such cases. The Attorney will prosecute these cases to completion including trial in any of Ector County's District Courts, and will assist the District Attorney in other felony cases as needed. The Attorney will also handle probation revocations and protective orders. Applicants need the desire and willingness to represent the State of Texas in felony jury trials on a consistent basis.

MINIMUM QUALIFICATIONS: Juris Doctorate and State Bar of Texas license to practice law and must have a valid Texas Driver's License with an insurable driving record.

SALARY: Depending on experience (DOE) plus excellent benefits; working days & hours: Monday-Friday, 8:00am-5:00pm; occasional after hours depending on court hearings

DEADLINE: Until sufficient applications have been submitted for consideration

Please apply in Human Resources Department at the Ector County Annex Building 1010 E. 8th Street, Room 126, Odessa, Texas. Ector County does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services.

Notice: Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. This employer will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization. Passing a pre-employment urinalysis drug screen is required.

12/14/17

Job #570