



STATE OF NEVADA, OFFICE OF THE ATTORNEY GENERAL¹

SENIOR DEPUTY ATTORNEY GENERAL, TAX DIVISION

Salary Range: Up to \$151,108.00 Employee/Employer Paid or \$129,429.00 Employer Paid (DOE)

Duty Station: Las Vegas.

Position Status: Exempt (FLSA); unclassified position entitled to standard state benefits; serves at the will of the Attorney General. Employment contingent upon successful background check.

Position Summary: This attorney position primarily represents the Division of Insurance and Department of Taxation relative to administrative cases, including the related petitions for judicial review, and daily advice. The representation also includes assisting with advisory opinions, public records requests, regulation making and some litigation in both state and federal courts as well as representation of boards and commissions. With regard to case work, the primary duties include drafting legal briefs, conducting legal research, handling administrative trials (including witness prep, witness examinations and presentation of evidence) and presenting oral arguments before administrative bodies and state courts. This position will also supervise up to 3 attorneys.

Minimum Education And Background: Graduation from accredited law school and licensed by a state bar. Minimum of five (5) years as a licensed attorney. Supervisory experience is a plus. Valid state driver's license required.

Preferred Experience: Preference to those with current or recent experience in reviewing and preparing a case, drafting briefs, creating exhibits and presenting oral arguments – before courts or administrative tribunals. Experience with administrative law, Chapter 233B of the NRS, Chapter 241 of the NRS and bankruptcy law will be viewed favorably. A working knowledge of Nevada statutes, Nevada's Administrative Procedures Act, Nevada rules of evidence, local court rules, and Nevada appellate procedure is also preferred. Trial experience and management experience are each a plus. Serious candidates should demonstrate a zeal for learning.

Skills Required: Must possess strong written and verbal communication skills, be well organized and skilled at planning, prioritizing, and executing timelines without supervision. Must exhibit professionalism, self-motivation, punctuality, leadership skills and supervisory skills.

Physical Demands: Mobility to work in typical office setting, use standard office equipment, and travel. Ability to read printed materials and computer screens; to hear and speak to communicate in person and virtually and over the telephone; to speak in clear and understandable manner. Reasonable accommodation available for some physical demands for otherwise qualified individuals upon request.

Benefits of Position Include:

- Work largely independently in time
- Student loan forgiveness after 10 years of public service
- Compressed work schedule option
- Public service/community involvement
- Retirement accrual after vesting
- Paid vacation and sick leave
- Medical/dental/life insurance
- Work-life balance

This announcement lists the major duties and requirements of the job and is not all-inclusive. A successful applicant is expected to develop job-specific skills and perform additional job-related duties as assigned.

Send cover letter, resume, references, and a writing sample to Chief David J. Pope at dpope@ag.nv.gov

¹ The State of Nevada is an equal opportunity employer dedicated to building diverse, inclusive, and innovative work environments with employees who reflect our communities and enthusiastically serve them. All applicants are considered without regard to race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages.