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Assistant District Attorney

Summary

Title:	Assistant District Attorney
ID:	902 - 2022026
Department:	Violent Criminal Enterprise Bureau
Functional Title:	Assistant District Attorney
Campaign Start Date:	06/24/2021
Salary Range:	\$ 80,440.00 - \$167,610.00
# of openings:	Multiple
Shift:	N/A

Description

JOB SUMMARY:

The Bronx District Attorney's Office is seeking a well-qualified staff whose diverse backgrounds reflect an ability to serve the 1.4 million members of the Bronx County community and to pursue a safer Bronx through fair justice. The Violent Criminal Enterprise Bureau (VCEB), located within the Investigations Division, focuses on combatting violent gangs in Bronx County, through aggressive investigation and prosecution. Working in partnership with a variety of state, local and federal agencies, VCEB also proactively investigates and prosecutes firearms trafficking. VCEB partners with the Crime Strategies Bureau to convert actionable intelligence into pro-active investigations and prosecutions. VCEB is seeking an Investigative Assistant District Attorney to conduct long-term investigations and trials.

JOB RESPONSIBILITIES:

- Conduct investigations
- Organize and present grand jury presentations
- Prosecute the cases that arise from investigations, including meeting discovery obligations, drafting motions and responses
- Engage in plea negotiations, conduct hearings and trials
- Maintain current knowledge of investigative methods and proper application of relevant law
- Analyze trends of gang violence in Bronx County and develop strategies for investigations and prosecutions
- Participate in meetings and conferences between the DA's Office and other law enforcement agencies
- Communicate across multiple organizational levels, both internally and externally
- Collaborate with the Crime Strategies Bureau, staff and other bureaus to share intelligence
- Perform other duties as required
- Available nights, weekends and holidays

QUALIFICATIONS:

- Juris Doctorate degree and admission to New York State Bar in Good Standing required
- US Citizenship and New York State residency are required as of the first day of employment
- 3+ years of experience years' experience performing long-term criminal investigations
- Experience in the cultivation and use of confidential informants and cooperating witnesses
- Ample experience with the drafting and review of applications for search warrants (including those related to electronic devices and social media accounts), 2703(d) orders, pen registers and eavesdropping warrants
- Significant grand jury experience
- Trial experience in the areas of violent crime, gang prosecutions, gun violence, complex conspiracies and criminal enterprises
- Clear and effective oral and written communication skills
- Ability to work in a collaborative and collegial manner
- Ability to maintain confidentiality of information

- Excellent computer skills with knowledge of Microsoft Word, Outlook and Excel
- Significant experience investigating complex conspiracies and criminal enterprises
- Ability to work independently and collaboratively with internal and external stakeholders
- Knowledge of NYS courts and the criminal justice system.
- Other duties as needed.

We appreciate your interest in a position with the Bronx District Attorney's Office. To apply, use the below link or follow the below instructions.

<https://tinyurl.com/ADA-VCE-Bureau>

For City employees, to complete your application and be considered for this position, please log into NYCAPS Employee Self-Service (ESS), click on Recruiting Activities > Careers, and search for Job ID 540477.

For all other applicants, please visit www.nyc.gov/jobs/search and search for Job ID 540477.

Upon your completion of the City application through NYCAPS, we will review your application and contact you if you are selected for an interview. If you have any questions or concerns, don't hesitate to contact Recruitment at 718-590-2258 or via email at bxda recruit@bronxda.nyc.gov.

Post Until Filled

****LOAN FORGIVENESS:** The federal government provides student loan forgiveness through its Public Service Loan Forgiveness Program (PLF) to all qualifying public service employees. Working with the Bronx District Attorney's Office qualifies you as a public service employee and you may be able to take advantage of this program while working full-time and meeting the program's other requirements. Please visit the Public Service Loan Forgiveness Program site to view the eligibility requirements: <https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service>.

The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.