



# Legal Recruitment

**Division of State Counsel  
Claims Bureau, Torts Section – New York City  
Project Attorney (24-Month Term Position)  
Reference No. CLA/TS\_NYC\_PA\_3655**

**Application Deadline is March 15, 2024**

The Office of the New York State Attorney’s (OAG) New York City **Claims Bureau** is seeking an experienced trial attorney for the Torts Section to defend the state in tort actions from commencement through trial. The selected attorney will be hired as a Project Attorney for a 24-month term with the possibility to extend for an additional 12 months.

The Claims Bureau is a trial bureau that represents the State of New York and its agencies in the Court of Claims and its employees in New York State Supreme Court in a wide variety of litigation, including but not limited to wrongful convictions, premises liability, highway design, false arrest and imprisonment, labor law, contracts, and motor vehicle accidents.

**Qualifications:**

- Applicants must have **at least five (5) years of solid trial experience**;
- Extensive civil or criminal trial experience is required;
- Experience as a criminal prosecutor or criminal defense attorney is preferred, but not required;

JOIN THE TEAM  
*We're Hiring*

**OAG Employment Opportunities**

Please click one of the buttons below to view the jobs that are available for the indicated position type.

**Attorneys**

**Investigators**

The graphic is a vertical stack of elements. At the top is a blue rectangle with the text "JOIN THE TEAM" in small white capital letters, followed by "We're Hiring" in a white, cursive script font. Below this is a larger tan rectangle containing the text "OAG Employment Opportunities" in bold blue font, followed by a paragraph of blue text: "Please click one of the buttons below to view the jobs that are available for the indicated position type." At the bottom of the tan rectangle are two dark blue buttons with white text: "Attorneys" and "Investigators".

- Excellent research and writing skills;
- Strong negotiation, oral advocacy, and organizational skill; and
- The ability to manage a large caseload is essential.

**Other Professional & Legal Support Positions**

Applicants must reside in (or intend to soon become a resident of) New York State and be admitted to practice law in New York State. In addition, the Public Officers Law requires that OAG attorneys be citizens of the United States. A commitment to complete a two (2) year term is a condition of employment.

**Law Students**

As an employee of the OAG, you will join a team of dedicated individuals who work to serve the people of our State through a wide variety of occupations. To learn more about OAG attorney compensation, please visit the following page:

**Undergraduate & Graduate Students**

[https://ag.ny.gov/sites/default/files/assistant\\_attorney\\_general\\_compensation.pdf](https://ag.ny.gov/sites/default/files/assistant_attorney_general_compensation.pdf). We offer a comprehensive New York State benefits package, including paid leave, health, dental, vision and retirement benefits, and family-friendly policies. Additionally, the OAG offers a robust Workplace Flexibilities Program with multiple options for employees, including telecommuting (up to two days per week) and alternative work schedules.

**Fellowship & Volunteer Attorney Opportunities**

Candidates from diverse backgrounds are encouraged to apply. The OAG is an equal opportunity employer and is committed to workplace diversity.

## How To Apply

**Applications must be submitted online.** To apply, please click on the following links: [CLA/TS NYC PA 3655](#)

**To ensure consideration, applications must be received by close of business on March 15, 2023.**

Applicants must be prepared to submit a complete application consisting of the following:

- **Cover Letter**
  - You may address your letter to the Legal Recruitment Unit.
  - Indicate why you are interested in this position and what makes you a strong candidate.
- **Resume**
- **Legal Writing Sample**
- **List of three (3) references**
  - Only submit professional references, supervisory references are preferred.
  - Indicate the nature and duration of your relationship to each reference.
  - Include contact information and email addresses for each reference.



- Please note that your references will not be contacted until after you interview for the position.

**If you have questions regarding a position with the OAG and the application process or need assistance with submitting your application, please contact Legal Recruitment via email at [recruitment@ag.ny.gov](mailto:recruitment@ag.ny.gov) or phone at 212-416-8080.**

**For more information about the OAG, please visit our website: [ag.ny.gov](http://ag.ny.gov)**

