

NOTICE – EMPLOYMENT OPPORTUNITY
(Posted January 3, 2018)

CLAY COUNTY ATTORNEY’S OFFICE

Job Description: ASSISTANT COUNTY ATTORNEY

The Clay County Attorney’s Office in Spencer, Iowa, seeks qualified applicants for the position of Assistant County Attorney. Primary duties of the position will include representation of Clay County/State of Iowa in all criminal matters including, but not limited to, prosecuting felony and misdemeanor charges, mental health and substance abuse commitments, juvenile court, magistrate court, research, trial work, preparation of search warrants and dependent adult abuse. Additional duties assigned will be dependent upon candidate’s experience and interest.

Applicants must be licensed to practice law in the State of Iowa. An experienced trial attorney is preferred. Salary range is \$65,000.00 to \$79,000.00 and is based upon experience.

To apply, send your resume and employment application to the Clay County Attorney’s Office, 3121 West 4th Street, PO Box 317, Spencer, Iowa 51301 or email: clayattorney@co.clay.ia.us. The employment application is available online at www.co.clay.ia.us/jobs.htm, or at the Office of the Clay County Attorney. Applications may be emailed in Adobe.pdf format; use of email to submit application materials is highly recommended. Applications will be accepted through January 19, 2018.

Clay County is an equal opportunity employer.