

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: LB07712199

DATE POSTED: 07/11/16

POSITION NO: 200570

CLOSING DATE: Open Until Filled

POSITION TITLE: Attorney

DEPARTMENT NAME / WORKSITE: Legislative Branch/Office of Legislative Counsel/Window Rock, Arizona

WORK DAYS: M-F REGULAR FULL TIME: GRADE/STEP: AC68A

WORK HOURS: 8am-5pm PART TIME: NO. OF HRS./WK.: _____ \$ 65,249.60 PER ANNUM

SEASONAL: DURATION : _____ \$ 31.37 PER HOUR

TEMPORARY: _____

DUTIES AND RESPONSIBILITIES:

Provide legal advice and representative to entities of the Legislative Branch. Work with other staff of the Office under the supervision of a Chief Legislative Counsel and general direction of the Principal Attorney. Provide legal advice and representative to Legislative Branch Programs, Standing Committees of the Navajo Nation Council and the Navajo Nation Council.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- Juris Doctorate
- Current admission in any state bar with the intention of seeking and securing admission to the Navajo Nation Bar Association and either the Arizona, New Mexico or Utah State Bar within one (1) year of date of hire.

Special Requirements:

Must be a member of the Navajo Nation Bar Association and in strict conformance with professional and ethical standards.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

Knowledge of legal principles as well as Indian law, Navajo Nation laws, Navajo Nation Government and legislation process.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.