

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: DOJ00624515  
POSITION NO: 243565  
POSITION TITLE: Attorney

DATE POSTED: 08/05/22  
CLOSING DATE: 08/26/2022 by 5 pm

DEPARTMENT NAME / WORKSITE: DEPARTMENT OF JUSTICE/Office of the Attorney General  
WORK DAYS: Mon. - Fri. REGULAR FULL TIME:  GRADE/STEP: BR68A  
WORK HOURS: 8am - 6pm PART TIME:  NO. OF HRS./WK.: \_\_\_\_\_ \$ 73,038.24 PER ANNUM  
SENSITIVE  SEASONAL:  DURATION : \_\_\_\_\_ \$ 34.98 PER HOUR  
NON-SENSITIVE  TEMPORARY:  \_\_\_\_\_

**DUTIES AND RESPONSIBILITIES:**

The Attorney works under the general direction of Attorney General Office and the direct supervision of the assigned Assistant Attorney General. The Attorney provides legal assistance to the Division of Economic Development, Division of Community Development, the Navajo Gaming Regulatory Office, and other entities of the Navajo Nation as needed. The Attorney represents the Navajo Nation on matters related to state and federal voting; and on matters related to the Navajo Nation's gaming compacts. The Attorney will work on a wide range of legal issues including drafting and updating code and regulations; statutory and regulatory compliance; construction and professional service contracts; business site leases and business development; and intellectual property. The Attorney will represent the Navajo Nation before courts and administrative tribunals as needed. The Attorney will have other duties and responsibilities as assigned.

**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:**

*(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 tribal, state, and federal laws affecting assigned programs and subject matter areas; General knowledge of Federal Indian Law; Knowledge of legal research methods and techniques. Must have skills in analyzing and organizing facts; Legal precedent; Preparing and presenting legal opinions; Verbal and written communication; and establishing and maintaining effective working relationships.

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