

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DOJ00610749

DATE POSTED: 09/14/15

POSITION NO: 202235

CLOSING DATE: OUF

POSITION TITLE: Principal Attorney

DEPARTMENT NAME / WORKSITE: DEPARTMENT OF JUSTICE/Office of the Attorney General (Economic/Community Development Unit)

WORK DAYS: M - F REGULAR FULL TIME: GRADE/STEP: AC72A

WORK HOURS: 8am - 5pm PART TIME: NO. OF HRS./WK.: _____ \$ 91,644.80 PER ANNUM

SEASONAL: DURATION : _____ \$ 40.06 PER HOUR

TEMPORARY: _____

DUTIES AND RESPONSIBILITIES:

Legal work related to federal, Navajo Nation, state courts and administrative tribunal representation of the Navajo Nation Government, as assigned by the Assistant Attorney General of the Economic/Community Development Unit or the Office of the Attorney General (Attorney General, Deputy Attorney General), including legal research, pleading drafting, representation of Division of Economic / Community Development and Navajo Nation Gaming and Regulatory Office in all areas of gaming compacts in New Mexico and Arizona.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A Juris Doctorate; and eight (8) years professional experience as a state licensed attorney.
- Current admission to 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.

Preferred Qualifications:

- Current admission to the Navajo Nation Bar Association and the Arizona, New Mexico or Utah State Bar.

(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 and expertise concerning Navajo Nation gaming impact, business and commercial laws and regulations and law and regulations relating to the acquisition and development of real property, business site leases and business financing and in other areas of economic development. Knowledge in laws affecting the Navajo Nation Economic/Community Developments; federal Indian law; legal research methods and techniques methods and techniques. Must have skills in analyzing and organization facts; evidence and precedent; in preparing and presenting legal opinions; in presenting material and develop and appropriate argument or defense; in verbal and written communication; skill in stablishing 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.