

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: OLS0035038

Date Posted: 12/27/11

POSITION NO: 200570

Closing Date: OUF

CLASS CODE: 2146

POSITION TITLE: Attorney

DEPARTMENT NAME: Office of Legislative Counsel

DEPARTMENT NO: 3 WORKSITE LOCATION: Window Rock, AZ

WORKS DAYS/HOURS: POSITION TYPE: GRADE: S68A

Days: M-F

Permanent:

SALARY:

Hours: 8:00 - 5:00

Temporary:

Duration: _____ \$ 61,505.60 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 29.57 Per Hour

DUTIES AND RESPONSIBILITIES:

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

QUALIFICATION REQUIREMENTS:

Education and Training:

Juris Doctorate, and

Experience:

two (2) years professional experience as a licensed attorney.

(To receive full credit for education/training, applicant must submit copies of college transcript, degree, certificates, diploma, etc.)

Special Knowledge, Skills and Abilities:

Knowledge of legal principles as well as Indian Law, Navajo Nation laws, Navajo Nation Government and legislation process. Litigation experience is preferred.

License/Certification Requirements:

Licensed to practice law in Arizona, New Mexico or Utah and the Navajo Nation.

VETERANS' PREFERENCE APPLIES

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

Revised: 1-15-99