



Superior Court of California

County of San Joaquin

222 E. Weber Avenue, Stockton, CA 95202; (209) 468-9342

EMPLOYMENT OPPORTUNITY

ATTORNEY I – IV (Research Attorney)

Full-Time

SALARY:	Attorney I	\$4505 - \$5475 Monthly
	Attorney II	\$5475 - \$6656 Monthly
	Attorney III	\$6656 - \$8093 Monthly
	Attorney IV	\$8055 - \$9790 Monthly

FINAL FILING DATE: Friday, September 10, 2010, 5:00 p.m.

EXAMINATION DATE: TBA

THE POSITION: The Court is recruiting for an Attorney (Research Attorney) to perform a variety of professional legal duties, including research and consultation for Court judicial officers, court staff and litigants; provides legal and administrative support within the Superior Court of San Joaquin County; and perform other related duties as assigned.

TYPICAL DUTIES: Researches, analyzes and interprets existing laws and ordinances, court decisions, pending legislation, and other legal authorities. Writes proposed decisions for Superior Court Judges on matters currently before the court. Advises Superior Court Judges on a variety of civil and criminal issues and proceedings. Confers with other attorneys and other agencies regarding legal matters. May supervise clerical staff and subordinate attorneys. Processes petitions for Writs of Habeas Corpus; obtains investigation reports and advises the Judges as to proper disposition. Reviews and processes Municipal Court Appeals and briefs the Appellate Judges with thorough appeal memoranda.

APPLICATIONS:

Court applications must be received at San Joaquin County Superior Court, Human Resources Department, 1st Floor, Room 141

222 E. Weber Avenue, Stockton, CA 95202

Applications can be completed and downloaded from our website at

www.stocktoncourt.org or contact the Human Resources Department at (209) 468-9342

EXAMINATION PROCESS:

The examination process will include the following components:

- (1) The applicant's education, experience and personal qualifications will be appraised to see if they meet the minimum qualifications.
- (2) An initial screening of all application materials received by the filing deadline.
- (3) A review of the application to select the best-qualified candidates for the oral interview.
- (4) An oral interview that will be weighted as 100% of the candidate's final score. The oral interview may contain a practical exercise.

The Court reserves the right to limit the number of candidates invited to the testing process to include only the best qualified candidates should a large number of candidates apply. Successful candidates in the initial application review will be considered further in the selection process. The components of this recruitment and examination process are subject to change.

Benefits: 15 paid holidays per year; 12 days sick leave per year, (no limit to accumulation), 10 days vacation each year (15 days after 3 years, 20 days after 10 years and 23 days after 20 years), 80 hours of Administrative Leave. Participation in the San Joaquin County 1937 Act Retirement Plan. Choice of health and dental insurance plans and a vision plan, with the court paying 100% for the employee and 80% dependent costs on most plans, and a fully paid life insurance policy.

MINIMUM QUALIFICATIONS:

Note: As a condition of employment with Superior Court, County of San Joaquin, a candidate will be subject to a fingerprint (Live Scan) background check including references and work history.

Active Membership in good standing in the California State Bar.

Education: Graduation from an accredited college or university with a law degree.

Experience: One to three Years experience in the practice of law.

Submission of a legal research writing sample is desirable.

Knowledge of: Legal principles and their applications; legal research methods; trial hearing procedures.

Ability to: Analyze legal principles and precedents and apply them to factual problems; present statements of fact, law and argument clearly and logically in written and oral form; Provide services in the most effective and efficient manner possible; use initiative and independent judgment within general policy guidelines; apply problem-solving and conflict resolution methods and techniques; communicate effectively, orally and in writing; establish and maintain effective working relationships with those contacted in the course of the work.

***The Superior Court of California, County of San Joaquin is
an Equal Employment Opportunity Employer***