LEE COUNTY
NORTH CAROLINA
Committed Today for a Better Tomorrow

JOB OPPORTUNITY
COUNTY ATTORNEY

Lee County is seeking qualified applicants for the position of County Attorney.
Essential functions: Represents the County in complex contract negotiations, major financial activities and complex litigation, including court appeals. Researches, analyzes and interprets legal issues and prepares necessary documentation and recommendations for action. Investigates claims and negotiates settlement of claims; conducts litigation in suits and drafts, approves form and content and recommends the adoption of County ordinances. Serves as a legal resource and advisor to the County Manager, Board of Commissioners, Department Directors and other County Entities as needed. Recommends procedures and actions based on legal knowledge and experience, and the interpretation of legal documents. Attends meetings of such boards to provide legal advice. Reports to the Lee County Board of Commissioners

Requires graduation from an accredited school of law and licensed to practice law in the State of North Carolina and be in good standing with the North Carolina Bar Association. General legal knowledge of state and county statutes. Knowledge of Administrative law and procedures and knowledge of state and federal appellate court rules. Ability to perform legal writing; ability to practice in a trial setting. Proficiency in computers and applicable software. Seven (7) years of experience that includes performing professional legal work and serving as legal counsel within the public sector; or an equivalent combination of education, training, and experience. Must have or obtain a valid North Carolina driver's license with an acceptable driving record.

Salary is commensurate with education and experience. Submit cover letter, detailed resume and a Lee County application to Lee County Human Resources Director, PO Box 1968, Sanford N.C. 27331- 1968 no later than Friday, September 14th at 5pm.

We administer Pre-employment Drug Tests, Conduct Criminal Background Investigations, Credit Checks, and Driving History
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