



**OFFICE OF THE DISTRICT ATTORNEY
FOR THE EASTERN JUDICIAL CIRCUIT OF GEORGIA
DISTRICT ATTORNEY SHALENA COOK JONES**

JOB POSTING

Position: ASSISTANT DISTRICT ATTORNEY III-IV
Department: Chatham County District Attorney's Office (**Counter Narcotics Unit**)
Salary Range: \$81,639.80 - \$133,065

The District Attorney's Office of the Eastern Judicial Circuit has openings for Assistant District Attorneys with an interest in high-level drug investigation and prosecution. Candidates who meet the minimum qualifications are welcome to apply.

General Duties include, but are not limited to:

- Evaluating, charging, and prosecuting assigned criminal cases to final conclusion.
- Reviewing reports submitted by law enforcement to determine whether further investigation is needed, approving or returning cases for further investigation, researching alternative charges based upon potential defenses, and developing a trial strategy.
- Drafting accusations and indictments, presenting cases to the grand jury, questioning witnesses, attending pre-trial conferences and hearings, engaging in plea negotiations, and exercising discretion to dispose of cases that lack prosecutorial value and evidentiary support.
- Research and argue all pre-trial and post-trial motions, comply with discovery requirements, and represent the State at trial.
- Perform other duties that may be assigned by the District Attorney based on the needs of the office.

Minimum Qualifications for this Specialty Area: Candidate must be licensed to practice in Georgia or in any other jurisdiction that offers reciprocal admission. The candidate chosen for this assignment will be imbedded with a narcotics enforcement task force. The ideal candidate must possess the ability to work in collaboration with law enforcement as part of Chatham County's Counter Narcotics Team. Candidate should have experience with wire-tap surveillance cases, arrest warrants, RICO investigations, asset forfeiture, drug trafficking, and the sale and/or distribution of dangerous narcotics. Candidates with gang prosecution experience are also encouraged to apply. Knowledge of the Federal Rules of Evidence is preferred for out of state applicants.

To Apply: Email your resume and cover letter to daoemploymentapp@chathamcounty.org

Note: The District Attorney's Office is an Equal Opportunity Employer. All applicants will be considered for employment regardless of race, color, religion, age, sex, sexual orientation, genetic information, gender identity, national origin, medical, veteran or disability status.