

PROSECUTOR

DISTINGUISHING FEATURES OF THE CLASS: This is professional legal work involving responsibility for preparing and presenting prosecution of cases under the Vehicle and Traffic Law and various ordinances in a village court; does related work as required.

TYPICAL WORK ACTIVITIES:

- Directs investigations and legal activities in a variety of actions brought before the Court;
- Researches and prepares legal actions for negotiation and trial;
- Appears in Court for hearings and trial.

REQUIRED KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of local ordinances and State Laws as they apply to cases pending before the Village Court; good knowledge of court procedures and practices; ability to deal with the public; ability to present oral and written opinions clearly and concisely; thoroughness and dependability; good professional judgment; tact and courtesy; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from a law school recognized by the University of the State of New York.

SPECIAL REQUIREMENT FOR ACCEPTANCE OF APPLICATIONS:

Admission to practice before the courts of the State of New York.

Non-Competitive, part-time
Adopted 09/28/1994 Personnel Officer

State CSC Approval 04/25/1995