

Position Announcement

Attorney – Judicial Assistant Office (Exempt/Non-Represented)

36th District Court has a vacancy for an Attorney in the Judicial Assistant Office.

GENERAL SUMMARY: Under the general direction of the Judicial Assistant, the Attorney acts as legal counsel in litigation for the Court, reviews legislation, Court rules and internal procedures and advises the Court in labor and employment matters including the application of Federal and State employment statutes.

JOB QUALIFICATIONS: The job requires knowledge normally acquired through the completion of a Juris Doctorate degree. The successful candidate must be licensed to practice law in the State of Michigan and in good standing with the State Bar of Michigan. Candidates must have three to five years of progressively more responsible work experience in grievance arbitration and labor/employment law; two or more years of experience in contract law; and two or more years of researching and drafting legal opinions. Candidates must have the mental ability to frequently handle pressures related to the simultaneous handling of multiple projects, meeting deadlines, fulfilling scheduling requirements and projects requiring concentration and attention to detail.

HOW TO APPLY: Interested persons should submit a resume including Bar Number and three copies of a redacted writing sample and the full name, address, and telephone number of three references who can attest to your professional ability and skills on or before Friday, September 24, 2004 to:

Mrs. Gail M. Wilson
Human Resources Director
36th District Court
421 Madison, Suite 518
Detroit, Michigan 48226