



JOB POSTING

**ASSISTANT PROSECUTING ATTORNEY
TANEY COUNTY PROSECUTING ATTORNEY**

Applications will be accepted until the position is filled.

JOB SUMMARY:

Represent the State of Missouri & the Citizens of Taney County in criminal cases referred to the Office from various law enforcement entities in Taney County

RESPONSIBILITIES AND DUTIES

- Reviewing reports, follow-up investigation and preparation for appropriate criminal charges ranging from infractions to misdemeanors to felonies
- Represent the State of Missouri in any & all criminal cases filed in Taney County
- Represent the State of Missouri at formal depositions of witnesses & victims
- Formulate and prepare trial strategies
- Represent Prosecutor's Office in the community at speaking and teaching engagements

REQUIREMENTS

- Works well independently & collaboratively with law enforcement, PA office employees, & court system
- Juris Doctor (JD) Degree from an ABA-accredited law school (3 years)
- Licensed to practice law in the state of Missouri
- Must be able to pass a background check and drug test
- Strong keyboard skills

BENEFITS PACKAGE

- Paid vacation & sick leave
- 12 paid holidays
- County-paid health & dental insurance premiums
- Enrollment in the Missouri Local Government Employee Retirement System (MOLAGERS)
- Enrollment in the County Employees Retirement Fund (CERF)
- Enrollment in the county-provided group life insurance
- Additional available benefits
 - Flexible spending
 - Short-term & long-term disability
 - voluntary life insurance
 - AFLAC
 - Vision insurance
 - Section 125 cafeteria plan
 - County Employees Retirement Fund (CERF) Savings

PLEASE INCLUDE THE FOLLOWING IN YOUR APPLICATION SUBMITTAL

- Resume
- CV (optional)
- Cover letter
- References (can be incorporated into the above)

SALARY: Starting at \$55,000 but commensurate with experience

STATUS: Full Time, Salaried

SUBMISSIONS

- Via email to William.Duston@taneycountymo.gov (**PREFERRED**)
- Via fax to (417) 546-2376
- Via US Postal Service to the address on the right

**William Duston
Prosecuting Attorney
P.O. Box 849
Forsyth, MO 65653**

Taney County is a substance free, Equal Employment Opportunity Employer (EEOE).

Applications can be obtained at www.taneycounty.org.

For information, please call (417) 546-7285.