

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE ATTORNEY GENERAL**



POSITION VACANCY ANNOUNCEMENT

ANNOUNCEMENT NO: #17-047	POSITION TITLE: TRIAL ATTORNEY (Civil Enforcement Section)
POSITION GRADE & SERIES: LS-12/2 to 13/2	SALARY RANGE: \$82,472 – \$98,078 Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.
OPENING DATE: August 18, 2017	CLOSING DATE: September 8, 2017
DURATION OF APPOINTMENT: Permanent	AREA OF CONSIDERATION: Open to the Public
WORKSITE LOCATION: Office of the Attorney General for the District of Columbia Public Interest Division 441 4th Street NW Washington, DC 20001	NO. OF VACANCIES: One (1)

This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.

DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia is seeking a trial attorney for the Civil Enforcement Section of the Public Interest Division. The selected candidate will work primarily on Medicaid-related recovery cases (third party liability and probate) referred by the District of Columbia's Department of Health Care Finance (DHCF). The attorney will be responsible for the enforcement of the Health Care Assistance Reimbursement Act, D.C. Official Code § 4-601 et seq. Specifically, the attorney will review medical claim details, draft Medicaid liens for filing with the Recorder of Deeds, analyze Medicaid lien compromise requests for consideration by DHCF, and collect payments to satisfy the Medicaid liens filed by OAG. Also, in probate matters governed by D.C. Official Code § 20-301 et seq., the attorney will litigate matters before the Probate Division of the Superior Court of the District of Columbia to collect payments to satisfy Medicaid liens filed by DHCF, or take any other action authorized by the statute to ensure that Medicaid liens are satisfied. Additionally, the attorney will represent DHCF in some of its administrative litigation before the Superior Court of the District of Columbia and the District of Columbia Office of the Administrative Hearings.

The selected candidate also will work on select civil enforcement litigation matters and administrative prosecutions brought by the Civil Enforcement Section to protect the public welfare relating to: occupational and professional licenses; alcoholic beverage control licenses; unlawful discrimination; civil forfeiture of seized

property; and defending final administrative agency actions appealed to the District of Columbia Office of Administrative Hearings or the Superior Court of the District of Columbia.

The successful candidate will serve under the direct supervision of the Chief of the Civil Enforcement Section.

QUALIFICATIONS: Candidates must be familiar with the District's Health Care Assistance Reimbursement Act and probate law. Candidates must also possess excellent legal research, oral and written communication and litigation skills. **Additionally, candidates must have experience handling a large volume of cases, and at least two to six years of prior litigation experience.** Strong interpersonal skills are a must, and candidates should possess the ability to work under pressure without sacrificing quality of work and the ability to adapt easily to change. Candidates also must have the ability to work with a high degree of independence.

ELIGIBILITY: **The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction.** If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.

OTHER INFORMATION: **The selected candidate will be subject to a background investigation including reference checks.**

HOW TO APPLY: Candidates should **e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above**, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.

EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.

VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.

DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.

EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.

NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 *et. seq.*, (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

**OFFICIAL JOB OFFERS ARE TO BE MADE ONLY BY THE HUMAN RESOURCES SECTION OF
THE OFFICE OF THE ATTORNEY GENERAL**