



# Lewis County Employment Opportunity

Division: **Prosecutor** | Position: **Chief Civil Deputy Prosecuting Attorney**

Who May Apply: **Any Qualified Applicant**

Employment Status: **Regular Full-Time**

Full Salary Range: **Grade 38: \$9,629 – \$12,948/mo.**

Posting Opens: **01/28/2021**

Posting Closes: **Until filled**

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## DEPARTMENT / OFFICE

Prosecutor's Office  
345 W Main St  
2<sup>nd</sup> Floor  
Chehalis, WA 98532

## POSITION SUMMARY

This is an FLSA-exempt unrepresented position within the Prosecutor's Office

Under limited supervision, manages the operations and staff of the Lewis County Prosecuting Attorney's Civil Division; provides in-house legal advice on wide variety of municipal, tax, regulatory, land use, and employment topics; and ensures effective and consistent prosecution, defense, and resolution of civil cases for the protection of the County and the welfare of the Community.

## HOW TO APPLY

Any interested applicant should submit a resume to: Brittani Bonahoom, Office Administrator, at the address listed above.

Lewis County accepts no responsibility for completeness of resumes, the timely delivery or the loss or damage of data when sent by email, fax, U.S. Postal Service, private carrier, delivery service, or other provider. Resumes received by Lewis County become the property of the County.

## WHO MAY APPLY

This recruitment is open to any qualified applicant who meets the minimum qualifications, can perform the essential functions and possesses the knowledge, skills and abilities as identified in the job description with or without accommodation.

## REQUIREMENTS

- ✓ **Cover Letter**
- ✓ **Resume**

Resumes must be received in the Prosecutor's Office. Resumes may be emailed to [brittani.bonahoom@lewiscountywa.gov](mailto:brittani.bonahoom@lewiscountywa.gov)

**Applicants with disabilities who need accommodation with the application and/or selection process should contact the ADA Coordinator, Human Resources at (360)740-1408 or (360) 740-1480 TTY.**

## MINIMUM REQUIREMENTS

- Juris Doctorate's Degree is required; AND seven (7) year's trial court or in-house experience, preferably as a Deputy Prosecutor Attorney or municipal lawyer; OR an equivalent combination of education, training and experience.
- Must be licensed by the Bar to practice law in the State of Washington, remain active with all Washington Bar annual requirements, and maintain a clear criminal record
- A valid Driver's License is desirable

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**NOTE:** The information for State and Federal Reporting Form is voluntary. By providing this information, you assist the County in meeting state and federal reporting requirements. The information provided on this form is not used as a part of the review and selection process.

Lewis County is an equal opportunity employer that provides access, free from discrimination based on race, color, national origin, religion, age, sex, marital status, sexual orientation, military or veteran status, pregnancy, disability, genetic information or any other basis protected by law in employment or provisions of services.