



Department of Administrative Services

Assistant Attorney General 2 (0400AG)

\$48.17-\$65.68 Hourly / \$3,853.83-\$5,254.64 BiWeekly /
\$100,585.00-\$137,146.00 Yearly



Notify Me when a Job Opens for the above position(s)

PURPOSE OF JOB CLASS (NATURE OF WORK)

In the Office of the Attorney General, this class is accountable for independently performing a full range of tasks in legal work of the Office, including preparation and representation of the State in cases and/or providing legal advice and services to agencies, departments, boards and commissions.

GUIDELINES FOR JOB CLASS USE

Assistant Attorneys General 2 perform full professional working level legal work of the Office. They provide legal counsel and services to an agency or a group of boards and commissions. They prepare and represent the State in cases before administrative hearings, state agencies and courts. They may negotiate settlements, carry out appeals, or assist on highly technical or specialized cases. At this level they may develop a depth of knowledge in a specialty area such as tax, child support or Medicare reimbursements. Incumbents may conduct complex cases with the advice and counsel of higher level attorneys. Complex cases may be defined as obscure points of law, no clear precedent, cases of first impression, or cases likely to lead to appeal. The complexity of case preparation is related but not limited to extensive research, numbers of witnesses involved, variety of evidence to be gathered, the level of the court, or the type of proceeding.

SUPERVISION RECEIVED

Receives general to limited supervision of an employee of higher grade.

SUPERVISION EXERCISED

May lead employees of same or lower grade.

EXAMPLES OF DUTIES

As a legal practitioner performs legal research and the legal work of the Office, including preparing, analyzing, and reviewing the opinions, regulations, and contracts affecting the State of Connecticut; prepares and represents the State in cases of varying degrees of difficulty and complexity before State agencies and courts; provides legal counsel for State agencies, departments, boards and commissions with a wide range or a heavy caseload of legal problems; performs related duties as required.

KNOWLEDGE, SKILL AND ABILITY

Considerable knowledge of basic law and legal process, legal principles and practice, administrative law, constitutional law, rules of process, and statutory authority of the Attorney General; knowledge of rules of statutory construction; knowledge of rights and obligations of State agencies; considerable litigation and legal counseling skills; considerable oral and written communication skills; considerable interpersonal skills; considerable ability to analyze legal problems, present statements of fact, law and argument; ability to review and/or draft proposed contracts, regulations and legislation.

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

Three (3) years of experience in the practice of law.

MINIMUM QUALIFICATIONS - SUBSTITUTIONS ALLOWED

1. For state employees, experience as an Assistant Attorney General 1 shall substitute for the General Experience.
2. Experience as a Judicial Law Clerk may substitute for the General Experience.

SPECIAL REQUIREMENTS

1. Must be admitted to practice law in the State of Connecticut.
2. May be required to travel.

JOB CLASS DESIGNATION

Classified/Non-Examined

OCCUPATIONAL GROUP

(18)-Legal

BARGAINING UNIT

(37)-Assistant Attys. General (P-6)

EEO

(2)-Professional

SALARY INFORMATION

AG 67

CANCELLATION CLAUSE

This replaces the existing specification for the class of Assistant Attorney General 2 in Salary Group MP 67 approved effective November 16, 2016. (Revised to change pay plan and EEO code) Action No. 19-040

EFFECTIVE DATE

6/21/2019 date of implementation of C.B.A. and job code/pay plan.
11/16/2016 date of C.B.A.

CLASS: 0400AG; **EST:** 4/1/1960; **REV:** 6/21/2019;