

THE FULTON COUNTY PERSONNEL DEPARTMENT

Announces

Posting of Vacancy

(Copy, if necessary, to post in all of your department's work locations)

SOCIAL SERVICES ATTORNEY

(This is a non-bargaining unit position)

VACANCY: This is a permanent vacancy due to a resignation.

SALARY: \$108,977

MINIMUM QUALIFICATIONS: Graduation from a law school recognized by the University of the State of New York.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Possession of a license to practice law in New York State.

JOB DUTIES AND RESPONSIBILITIES TO INCLUDE:

Acts as legal consultant to divisions of the Department of Social Services, such as Child Welfare, Public Assistance, Child Support, and the Resource Division;

Represents the Department of Social Services in child support, paternity, abuse and neglect, and foster care hearings in Family Court.

Represents the Department of Social Services in Adult Services court actions in County and Supreme Court;

Prepares all legal actions for negotiation and trial;

Prepares cases involving claims against the estates of decedents responsible for public assistance recipients and against legally responsible living relatives;

Oversees the preparation and settlement of liens taken against property and lawsuits of recipients of Social Services as required by the law;

Provides legal consultation to departmental staff in all areas of Social Services law as needed.

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

Interested candidates should file their applications with:

**TRISTA GORDON
SOCIAL SERVICES COMMISSIONER
4 DAISY LANE
PO BOX 549
JOHNSTOWN NY 12095**

FULTON COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, CREED, COLOR, NATIONAL ORIGIN, MARITAL STATUS, SEX, RELIGION, AGE OR DISABILITY IN EMPLOYMENT OR THE PROVISIONS OF SERVICE.