

## ATTORNEY IV

### NATURE AND VARIETY OF WORK

This is principle level exempt professional legal work in County government. Incumbents assigned to this class serve as trial Attorneys in a court of appeals. Characteristic of the cases that pervade this class consist of (1) cases for which precedents exist, but which are difficult to interpret; and (2) some cases which present issues requiring creativity and innovative approach because they have the effect of policy formulation. Employees in this class exercise considerable independent judgment in preparation of cases and in legal research. General supervision is afforded this class by a higher level attorney position.

### EXAMPLES OF WORK (ILLUSTRATIVE ONLY)

Performs legal research and render opinions on complex legal questions.

Drafts briefs and presents appeals before the Court of Special Appeals and the Court of Appeals of Maryland.

Prepares cases for trial and tries complex cases in the Circuit Court involving unsettled areas of the law or complicated legal or factual issues of great importance to the County.

Assists higher level attorneys in the preparation of more difficult cases.

Drafts and negotiates complex contracts.

Drafts legislation and ordinances.

May lead lower level staff.

Willingly and cooperatively performs tasks and duties which may not be specifically listed in the class specification or position description, but which are within the general occupational category and responsibility level typically associated with the employee's class of work.

### REQUIRED KNOWLEDGES, SKILLS AND ABILITIES

Thorough knowledge of the principles and practices of law.

Thorough knowledge of the sources of legal references.

Thorough knowledge of local, State and Federal laws and court decisions affecting the practice of law at the County level.

Ability to perform legal research.

Ability to express ideas effectively, both orally and in writing and prepare legal documents.

Ability to prepare and try cases of moderate complexity.

#### MINIMUM QUALIFICATIONS

Graduation from an accredited law school, plus three (3) years of legal experience, including one (1) year of experience with work at the Attorney III level; or an equivalent combination of education and experience.

#### ADDITIONAL REQUIREMENTS

Eligibility to practice law in the State of Maryland.

REVISED: 2/75

REVISED: 10/88