



**Intern
Office of Assigned Counsel**

The Office of Assigned Counsel is now accepting applications for Intern positions. The work involves responsibility for providing research assistance and staff support on special projects assisting the Administrator and Office of Assigned Counsel staff. Work is carried out in accordance with established policies and procedures and involves the study of problems, gathering relevant information and developing and preparing reports with findings and recommendations designed to assist management in the decision-making process.

MINIMUM QUALIFICATIONS:

- (A) Completion of 12 college credits; OR
- (B) Training and/or work experience appropriate to the responsibilities of the particular department assignment as determined by the Department Head.

NOTE:

Your degree or credits must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree or credits were awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

SALARY: \$18.6295 per hour

FINAL CANDIDATES MUST SUBMIT TO A FINGERPRINT CHECK AND CRIMINAL HISTORY AND BACKGROUND INVESTIGATION. COSTS RELATED TO SUCH INVESTIGATION SHALL BE BORNE BY THE APPLICANT.

SEND APPLICATION AND RESUME TO:

Damian J. Brady, Administrator
Office of Assigned Counsel
255 Main Street
Goshen, New York 10924

Or via email at DBrady@orangecountygov.com

Applications accepted continuously

Employment applications can be downloaded from Orange County's website. Please visit www.orangecountygov.com and follow the link to the Department of Human Resources page.

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