OFFICE OF THE ATTORNEY GENERAL
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Baltimore, Maryland 21202
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JOB ANNOUNCEMENT

Assistant Attorney General
Department of General Services

Posting Date:	June 6, 2019	**Closing Date**	June 19, 2019
Job Title:	Assistant Attorney General	**Position Type:**	Contractual Full Time
Location:	Department of General Services, 301 W. Preston St., Suite 608, Baltimore, Maryland.		

Description: The Office of the Attorney General, Department of General Services, seeks applicants for a full time Contractual Assistant Attorney General position. The Department of General Services (DGS) is charged with procurement of services and supplies, construction of facilities, and the acquisition and disposition of real property interests for the State of Maryland. The Contractual Assistant Attorney General will primarily provide advice on real property matters to DGS and the Maryland Department of Agriculture (MDA) in the processing of transactions on behalf of the Maryland Agricultural Land Preservation Foundation ("MALPF").

Experience: The ideal candidate will have at least six years' experience in real property practice, with an emphasis on title and conveyancing and a background in real estate transactions. Sophisticated title and survey review is required. Significant experience in drafting agreements is preferred. The attorney must be competent in WORD and EXCEL, and must be able to prepare his/her own documents including agreements, correspondence and mailings without clerical assistance. The attorney must write well. A writing sample (advice letter) must be provided with the resume. The attorney must know how to review surveys and identify issues raised in surveys. This position requires an organized individual who is able to handle a large volume of transactions on a daily basis. The attorney must be comfortable interacting with a wide ranging number of people (farmers, attorneys, county administrators, MALPF staff, Assistant AGs, surveyors, title agents, etc.) throughout each day. Experience with drafting easements is desirable and knowledge of conservation easement law and issues is beneficial. Awareness of issues regarding mineral rights, utilities, condemnation, railroads, rights of way, and federal tax law regarding charitable donations would be very useful. Maryland bar is required.

Submission: Interested persons should submit resumes and a writing sample (advice letter) to Lauri McGuire, Principal Counsel, Department of General Services, 300 West Preston Street, Room 608, Baltimore, Maryland 21201 by the close of business June 19, 2019.

The Maryland Office of the Attorney General is an equal opportunity employer, committed to diversity in the workplace.