



OFFICE OF THE ATTORNEY GENERAL
200 St. Paul Place
Baltimore, Maryland 21202
www.marylandattorneygeneral.gov

JOB ANNOUNCEMENT
(2) Staff Attorneys
Department of Budget & Management

Posting Date: November 17, 2022

Closing Date: December 5, 2022

Job Title: (2) Staff Attorneys

Position Type: Regular Full Time

Location: **Office of the Attorney General, Department of Budget & Management**
300 W. Preston Street, Baltimore, Maryland

Description: The Office of the Attorney General is seeking applicants for two Staff Attorney positions assigned to the Maryland Department of Budget and Management. The Staff Attorney positions will be primarily responsible for representing the Central Collection Unit, a division of DBM that collects debts owed to the State of Maryland. The position involves representing the State's interests in State district courts and in the Office of Administrative Hearings. The position may also involve collections related litigation in State circuit courts and the United States Bankruptcy Court, as well as representation of DBM on other matters, as assigned. This entry-level position provides an excellent opportunity to gain substantial litigation experience. The salary range for the position is \$61,225-\$98,523, depending on experience, and includes full State benefits.

Qualifications: Candidates must have excellent writing, communication, and analytical skills, as well as good judgment, trustworthiness, and attention to detail. Maryland Bar membership is required. Recently admitted members of the Maryland Bar are welcome to apply.

Submission: To apply for this position, please submit your resume, and a cover letter that describes your background, qualifications, and why you are interested in the position. Please submit your resume and cover letter via email to lisa.jenkins@maryland.gov or via mail to Lisa K. Jenkins, Principal Counsel, Department of Budget and Management, 300 West Preston Street, Room 407, Baltimore, MD 21201. Applications are due by 5p.m. on Monday, December 5, 2022. **Please write "Staff Atty-DBM" in the subject line of the email.**

The Maryland Office of the Attorney General is an equal opportunity employer that encourages all interested persons to apply regardless of race, color, religion, ancestry, national origin, age, marital status, sexual orientation, gender identity, disability, pregnancy, or genetic information. The Office is committed to recruiting, retaining, and promoting individuals who have historically been underrepresented in the practice of law.