



WALLA WALLA COUNTY

P.O. Box 1506 □ Walla Walla, Washington 99362
phone: (509) 524-2600 □ Fax: (509) 524-2603



EMPLOYMENT OPPORTUNITY

Prosecuting Attorney's Office

Position: Rule 9 Intern
Starting Salary: Interns who have completed the minimum Rule 9 requirements, \$20/hour. For law school graduates, \$25/hour.
Location: Prosecutor's Office
Employment Type: Temporary. Not to exceed Washington State APR Rule 9 time limitations.

Benefits include:

- Employees shall accrue sick leave benefits at the percentage rate of hours worked per week, to a maximum of eight (8) hours earned per month based on a forty (40) hour workweek but not less than one (1) hour per every forty (40) hours worked per County Policy 30.05.0

Visit [Walla Walla County](http://www.co.walla-walla.wa.us) Website for detailed benefits information.

Brief Duties and Responsibilities: Perform legal work under the direction of a supervising attorney, who will direct, supervise, and review all of the work of the legal intern and shall assume personal professional responsibility for any work done by the legal intern while under the lawyer's supervision.

Working Environment/Physical Abilities: Work is primarily performed in the office but may occasionally require work to be performed in the field and may require travel in varying weather conditions. Physical abilities required for this position are ones typically related to office operations including but not limited to manual dexterity and visual acuity to operate computers and other office equipment, ability to sit for extended periods of time, accessing filing cabinets both on and off site, and sufficient hearing and speech ability to communicate. Ability to lift up to twenty (20) pounds.

Minimum Qualifications: Submit evidence satisfactory to the Prosecuting Attorney of minimum Admission to Practice Rule 9 Eligibility requirements. Submit evidence satisfactory to the Prosecuting Attorney of compliance with all mandatory rules pursuant to the Admission to Practice Rule 9 and the Rules of Professional Conduct (RPCs).

Application: County application, resume and cover letter required. Job description available on our website at www.co.walla-walla.wa.us where you can apply online.

**SELECTION IS BASED ON QUALIFICATIONS, ORAL INTERVIEW,
BACKGROUND CHECK AND DRIVING RECORD CHECK.**

EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER / ADA COMPLIANT



GENERAL INFORMATION FOR APPLICANTS

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER: All qualified persons will be considered for employment without regard to race, color, religion, sex, nationality, origin, age, political affiliation, disability status or any other non-merit factor. Women, disabled persons, members of ethnic minority and other under-represented groups are encouraged to apply.

APPLICATIONS

FILING OF APPLICATION: Applications must be completed in accordance with the directions on the front of the announcement. Applicants are responsible for the truth of all statements. Misrepresentations, incomplete or inaccurate entries may be the cause for application rejection, removal from the employment list or discharge from County service. A background investigation will be conducted along with reference and former employer checks, driving record, and criminal history if applicable to requirements of the job. Applications must be received or postmarked by the last date for filing applications.

CHANGE OF ADDRESS: Applicants are responsible for notifying the hiring department of any change of address or telephone number.

NOTIFICATION: Unsuccessful candidates will be notified by mail as soon as feasible following the final selection decision.

EMPLOYMENT

ELIGIBILITY LISTS: Walla Walla County reserves the right to establish an eligibility list to fill any vacancies that may occur in the posted position for a period up to twelve (12) months.

NOTE: The provisions of this bulletin do not constitute an expressed or implied contract. Any provision contained herein may be modified and/or revoked without notice. Walla Walla County is committed to a drug, alcohol, and smoke free environment.

Mailing Address:
Human Resources/Risk Manager
P. O. Box 1506
Walla Walla, WA 99362

Human Resources/Risk Manager
314 W Main Street, 2nd Floor
Walla Walla, WA 99362
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