

**DeKalb County District Attorney's Office
Assistant District Attorney**

The DeKalb County District Attorney's Office is currently accepting resumes for an Assistant District Attorney to work in its Trial Unit. Principal duties and responsibilities include, but are not limited to: investigating and prosecuting felony and misdemeanor cases; reviewing case files and ensuring that all relevant evidence has been secured, properly documented, and organized for efficient disposition of the investigation or prosecution; interviewing lay, expert and law enforcement witnesses; analyzing case files and drafting memoranda concerning charging decisions; presenting cases to grand juries; trying cases; examining and preparing witnesses for trial; planning trial strategy and researching all points of law; drafting memoranda regarding complex legal issues; researching, writing, and arguing motions and court orders; training law enforcement personnel on issues, including obtaining necessary evidence to prosecute crimes; advising law enforcement personnel on various legal issues; negotiating with opposing counsel; reporting to a Trial Unit Deputy Chief Assistant District Attorney; and other duties as assigned.

Qualifications/Requirements

The ideal candidate must be a licensed member in good standing with the State Bar of Georgia; should possess a minimum of three years of prosecutorial experience in Georgia, and have some jury trial experience as First Chair to verdict; must be able to multitask and work under occasionally stressful time constraints.

Knowledge/Skills/Abilities

The successful candidate must possess excellent communication skills, both oral and written; must be detail-oriented; strong organizational and interpersonal skills are a must; must be able to work well in a team environment, while at the same time have the ability to work independently; must demonstrate a strong sense of personal responsibility and leadership skills, as well as a commitment to serving the community and working with the public.

Employment is contingent upon the completion and satisfactory results of a criminal background check. Salary and benefits will be commensurate with experience.

Interested candidates should email a resume, cover letter, and references by February 1, 2025, to:

Peter K. Johnson, Chief Assistant District Attorney, pkjohnson@dekalbcountyga.gov.