

Position: Contract DUI Prosecutor

Dept/Div: Executive/Prosecutor's Office

Position type: Part-time/Contract

Compensation: Based on experience

Application Deadline: Until Filled.

- Reports to the Chief Prosecutor
- Responsible for preparing and prosecuting in municipal court on behalf of the City of Charleston by performing the following duties, among others:
 - Gather and analyze case evidence;
 - interview witnesses to ascertain facts of the case;
 - work with police officers and City staff to develop cases;
 - review pertinent court decisions, policies, regulation and other legal matters pertaining to the case;
 - prepare and respond to motions;
 - appear at bond hearings;
 - prosecute jury and nonjury cases;
 - interact with judges, clerks, courtroom personnel, defense lawyer(s), victims, witnesses and others on a daily basis; and
 - performs other duties as required.
- **Educational and Work Requirements:** Juris Doctorate law degree and a minimum of four (4) years prosecution experience. Applicant must have experience as lead prosecutor in criminal jury and non-jury trials. Experience in state and municipal court required.
- **Technical Requirements:** To perform this job successfully, an individual should have thorough knowledge of Microsoft Windows, Outlook, Word or similar software.
- Must Valid S.C. Driver's License.
- Must be South Carolina Bar certified.