

**Office of the Attorney General**  
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## **JOB POSTING**

Interested candidates should send their resume via regular mail, email (*as a Word document*) or facsimile to the address or phone number shown above. The Office of the Attorney General is an Equal Opportunity Employer.

### **DEPUTY ATTORNEY GENERAL Consumer Protection Division – Consumer Litigation Section**

#### **Summary:**

Deputy Attorneys General serving in the Office of Attorney General's Consumer Protection Division-Consumer Litigation Section provide legal representation on behalf of the State and for the benefit of consumers by leading case teams in the investigation and litigation of cases enforcing Indiana consumer protection laws. The Division's practice requires Deputies to develop expertise in a variety of substantive areas of consumer protection and related law, ranging from laws prohibiting unfair, abusive, or deceptive acts in consumer transactions to laws ensuring free and fair competition, and even to laws governing nonprofit corporations and charitable trusts. The Division's work encompasses investigating and litigating cases involving individual consumers to whole classes of consumers numbering in the tens of thousands. Working as a Division Deputy provides a unique opportunity to apply one's legal skills to protect the public interest in significant cases directly impacting the financial well-being of Indiana citizens.

#### **Duties and Responsibilities include the following (other duties may be assigned):**

- Assesses facts and law to recommend appropriate disposition of complaints alleging unfair, abusive, or deceptive acts against consumers;
- Reviews pertinent decisions, policies, regulations, and other legal matters pertaining to cases;
- Maintains caseload of investigation and litigation cases addressing violations of state and federal consumer protection laws;
- Handles all phases of litigation, including factual and legal research, preparation of court papers, discovery, court conferences, hearings, and trials;
- Advises other Office of Attorney General Divisions and other State agencies and officials about consumer protection issues and state and federal laws governing consumer transactions;
- Coordinates Office's consumer protection enforcement efforts with efforts of other State Attorneys General Offices and with other state and federal regulators;

- Interacts with the general public to educate Indiana consumers about consumer protection matters;
- Performs other tasks assigned by the Section Chief or Director;
- This position may require some travel, both within and outside the State.

**Essential Skills**

- Excellent research and analytical skills.
- Excellent written and oral advocacy skills.
- Strong organizational and time-keeping abilities.
- Strong commitment to public service.

Please submit writing sample with resume.

**Experience:**

- Prior litigation experience preferred.
- Licensed to practice law in the State of Indiana, or eligible for Indiana licensure, required.