

The Steuben County Prosecutor's Office is seeking a full-time Deputy Prosecuting Attorney. The primary responsibilities of this position will include misdemeanor cases, traffic offenses and juvenile cases. Other responsibilities of this position include reviewing case reports; assisting law enforcement in investigations, including occasional on call duties; drafting and approving charges; assisting law enforcement; conducting victim and witness meetings; representing the State of Indiana in depositions, court hearings, and trials.

Qualifications:

- Doctor of Jurisprudence degree and a license to practice law in the state of Indiana
- Excellent written and oral communication skills
- The ability to work well with others as part of a team
- Ability to multi-task and manage a large volume of work
- Proficient computer and technology skills.

This position includes a comprehensive benefit package that offers medical, dental, vision, and retirement benefits. This position also allows the applicant to qualify for Public Service Loan Forgiveness.

Please send resume, cover letter, and references to:

Nichole Upp, Office Manager

nupp@steubencounty.in.gov