



Human Resources  
Personnel • Civil Service • Employee Benefits

**MONTGOMERY**  
**COUNTY**<sup>NY</sup>  
Made of Something Stronger

Nicole Yaggle  
Personnel Officer

## **MONTGOMERY COUNTY EMPLOYMENT OPPORTUNITIES**

**BUREAU CHIEF**

**SALARY: \$125,000**

**DEPARTMENT: DISTRICT ATTORNEY**

**LAST FILE DATE: 05/8/2025**

**DISTINGUISHING FEATURES OF THE CLASS:** Under the general supervision of the District Attorney and direct supervision of the First Assistant District Attorney, the incumbent is responsible for the direction, coordination and administration of bureau within a division (e.g., Superior Court Trial Division, Local Court/Criminal Courts and Grand Jury Division) in the District Attorney's Office. This is an internal promotional position in which supervision is exercised over a substantial number of professional, paraprofessional and clerical personnel. Does relation work as required.

**RESIDENCY REQUIREMENT:** Applicants must be a legal resident of New York State. **Please provide a copy of your driver's license (front and back) for proof of residency.**

**PLEASE ATTACH ALL REQUIRED LICENSES, TRANSCRIPTS/DIPLOMAS, CERTIFICATIONS, AND/OR DOCUMENTS LISTED BELOW WITH YOUR APPLICATION TO VERIFY ALL CREDENTIALS**

**MINIMUM QUALIFICATIONS:** Must be a currently registered attorney with the NYS Office of Court Administration and must have four years of experience in a District Attorney's Office.

**SPECIAL REQUIREMENT:** Must be a U.S. citizen. Must be a legal resident of New York State at time of appointment and maintain same while in the title.

**Applications are available online at: [www.co.montgomery.ny.us](http://www.co.montgomery.ny.us). Completed applications must be received by the last file date.**