

## **MUNICIPAL PROSECUTOR – TOWNSHIP OF LAWRENCE (MERCER COUNTY)**

### **DEFINITION**

Prosecutes violations of criminal and motor vehicle statutes on behalf of the State and, in addition, prosecutes violations of municipal ordinances on behalf of the municipality; does related work as required.

### **SCHEDULE**

Court sessions are Monday afternoon from 4:00 PM to conclusion; Tuesday and Wednesday (morning session starts at 8:00 AM and afternoon starts at 1:00 PM). Special sessions are scheduled from time to time on Friday mornings. The position requires not less than 25 hours of work per week.

### **EXAMPLES OF WORK**

Prosecutes contested motor vehicle cases, municipal ordinances violations, and disorderly person's charges.

### **REQUIREMENTS:**

#### **EDUCATION:**

Admission to practice as an Attorney-at-Law in the State of New Jersey.

#### **EXPERIENCE:**

Five (5) years of experience as an Attorney-at-Law and at least two years of practice in municipal court either as a prosecutor or defense attorney.

#### **KNOWLEDGE AND ABILITIES:**

Knowledge of 1) municipal court practice and procedure; 2) state statutes and municipal ordinances and their application to specific cases; 2) of the problems involved in interpreting legal documents and in preparing answers, stipulations, briefs, transcripts of records, and the preparation of memoranda relating to the law and suitable answers.

Ability to: 1) interpret existing laws and ordinances; 2) to plan and put into operation the necessary legal steps on behalf of the municipality in litigated cases; 3) to prepare answers, stipulations, briefs, and decrees; 4) to confer with members of the bar and with other persons interested in or concerned with the work of the municipality; 5) to learn to utilize various types of electronic and manual recording information systems used by the agency, office, or related units; and 6) to read, write, speak, understand, or communicate in English sufficiently to perform the duties of this position.

Salary range: \$45,000 to \$55,000 depending on experience.

**NOTE:** This is an appointed position with a one-year term effective January 1 and ends December 31.

Submit resume to Kevin P. Nerwinski, Esq., Municipal Manager/QPA by email to [knerwinski@lawrencetwp.com](mailto:knerwinski@lawrencetwp.com)