



pennsylvania
OFFICE OF GENERAL COUNSEL



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OFFICE OF STATE
INSPECTOR GENERAL

**GOVERNOR'S OFFICE OF GENERAL COUNSEL (HARRISBURG)
ASSISTANT COUNSEL
PENNSYLVANIA OFFICE OF STATE INSPECTOR GENERAL**

The Pennsylvania Office of General Counsel (OGC) seeks a licensed attorney to serve as Assistant Counsel to support the mission and investigative functions of the Office of State Inspector General (OSIG). The position is based at OSIG's Harrisburg headquarters and will be classified at the Attorney 1 or Attorney 2 level, commensurate with relevant experience.

The purpose of the OSIG is to investigate fraud, waste, abuse, and misconduct in executive agencies and to report problems and deficiencies in programs, operations, and contracting to the Governor, the General Counsel, and heads of agencies. This attorney will assist investigators and attorney colleagues during sensitive and confidential investigations authorized under Act 29 of 2017, which established the OSIG, to ensure that investigations are performed efficiently and within the confines of applicable law.

The successful candidate for this position will be able to: exhibit effective report writing skills; comprehensively review investigative files and effectively analyze whether gathered evidence supports violations of Commonwealth laws, regulations, or work rules; collaborate with investigative staff to identify rules, laws, and authorities that impact particular investigations; prioritize works tasks such that assignments are timely produced and deadlines met; understand basic criminal process and procedures and corresponding constitutional law, particularly those relating to search and seizure; understand rules and motions related to subpoenas, affidavits of probable cause and search warrants; possess and demonstrate basic trial advocacy skills; spot issues and identify solutions; be able to adjust and adapt to meet client expectations.

More specifically, this Assistant Counsel will be assigned to active investigations from the time of inception and work side by side with the investigative team to create an investigation plan, conduct interviews, review evidence, research, review and apply relevant Commonwealth work rules, statutes, regulations, and laws and - upon completion of the investigation - draft a final investigative report. This position requires solid written and oral communication and interpersonal skills, attention to detail, and the ability to work collaboratively in a team environment.

Applicants must have a Juris Doctor degree from an American Bar Association-accredited law school prior to commencing employment and be a member in good standing with the Pennsylvania Bar. Interested attorneys should send a letter of interest in this specific position, resume, and writing sample (10 pages or fewer) **no later than August 19, 2022** to ogchiring@pa.gov, directed to Rodney R. Akers, Deputy General Counsel, 333 Market Street, 17th Floor, Harrisburg, Pennsylvania 17101. OGC is an equal opportunity employer and is committed to a diverse workforce. The Commonwealth values inclusion as we seek to recruit, develop, and retain the most qualified people to serve the citizens of Pennsylvania. The Commonwealth does not discriminate based on race, color, religious creed, ancestry, union membership, age, gender, sexual orientation, gender identity or expression, national origin, AIDS or HIV status, disability, or any other categories protected by applicable federal or state law. All diverse candidates are encouraged to apply.