

Job Posting: Worker Rights and Fair Labor Section, Deputy Attorney General Supervisor

Department of Justice

JC-391168 -
Worker Rights and Fair Labor Section, Deputy Attorney
General Supervisor
DEPUTY ATTORNEY GENERAL SUPERVISOR

\$12,818.00 - \$16,470.00 per Month

Final Filing Date: 10/5/2023

Job Description and Duties

The mission of the Worker Rights and Fair Labor Section is to utilize the broad legal powers of the Office of the Attorney General to conduct investigations, litigation, and policy advocacy in order to combat systemic business practices that undermine the economic security, health and safety, and dignity of California workers, and to maintain a level playing field for legitimate businesses operating in the State. The Section's investigations and prosecutions are focused on unlawful employment practices including, but not limited to, wage theft, independent contractor misclassification, unsafe working conditions, restraints on employee mobility, payroll tax evasion, and workers' compensation insurance fraud. The Section also engages in legal advocacy to support legal and policy developments to advance worker protections and encourage employer accountability.

Under the supervision of the Senior Assistant Attorney General, the Supervising Deputy Attorney General supervises the work of Deputy Attorneys General, paralegals, auditors, and investigators in the Section; advises the Attorney General and Executive Staff on significant policy matters related to worker rights policy; spearheads initiatives; handles general administrative matters, including hiring and promotions, personnel administration, and case management ; and performs the most difficult and complex legal work related to the supervision of investigations, litigation, trials, writs, and appeals, requiring the highest level of independent judgment.

Minimum Requirements

You will find the Minimum Requirements in the Class Specification.

- [DEPUTY ATTORNEY GENERAL SUPERVISOR](#)

Position Details

Job Code #: JC-391168
Position #(s): 420-479-5703-XXX
Working Title:
**Worker Rights and Fair Labor Section,
Deputy Attorney General Supervisor**
Classification:
DEPUTY ATTORNEY GENERAL
SUPERVISOR
\$12,818.00 - \$16,470.00

of Positions: 1
Work Location: United States
Job Type: Permanent, Full Time
Work Week: Monday-Friday

Additional Documents

- [Job Application Package Checklist](#)

Department Information

- This position is located in the Division of Public Rights, Worker Rights and Fair Labor Section, and may be filled in San Francisco, Oakland, Los Angeles, or San Diego.
- Please disregard the SROA/Surplus language below, as the Department of Justice requires applicants to submit their SROA/Surplus Letter if that is the basis of their eligibility.
- For more information about the department please visit the Attorney General's website at <http://www.oag.ca.gov>
- If you'd like to speak with a recruiter prior to submitting your application, please email Recruiters@doj.ca.gov.

Special Requirements

- A fingerprint check will be required for those hired outside the Department of Justice.
- JC-391168 must be clearly stated in the "Examination or Job Title(s) For Which You Are Applying" section of your state application.
- If sending paper applications, please email the HR contact listed in this job vacancy to confirm receipt of your materials.
- Individuals must have list eligibility in order to gain employment with the California Office of the Attorney General. Process is described at <https://oag.ca.gov/careers/exams>
- The Supervising Deputy Attorney General exam may be found on-line at <https://oag.ca.gov/careers/exams>.

Application Instructions

Completed applications and all required documents must be received or postmarked by the Final Filing Date in order to be considered. Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.

Final Filing Date: 10/5/2023

Who May Apply

Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, have list eligibility, are in the process of obtaining list eligibility, or have SROA and/or Surplus eligibility (please attach your letter, if available). SROA and Surplus candidates are given priority; therefore, individuals with other eligibility may be considered in the event no SROA or Surplus candidates apply.

Applications will be screened and only the most qualified applicants will be selected to move forward in the selection process. Applicants must meet the Minimum Qualifications stated in the Classification Specification(s).

How To Apply

Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.CalCareers.ca.gov. When submitting your application in hard copy, a completed copy of the Application Package listing must be included. If you choose to not apply electronically, a hard copy application package may be submitted through an alternative method listed below:

Address for Mailing Application Packages

You may submit your application and any applicable or required documents to:

Department of Justice
Attn: Courtney Contreras (JC-391168)
1300 I Street 720
Sacramento, CA 95814

Address for Drop-Off Application Packages

You may drop off your application and any applicable or required documents at:

Department of Justice
Courtney Contreras (JC-391168)
1300 I Street 720
Sacramento, CA 95814
08:00 AM - 05:00 PM

Required Application Package Documents

The following items are required to be submitted with your application. Applicants who do not submit the required items timely may not be considered for this job:

- Current version of the State Examination/Employment Application STD Form 678 (when not applying electronically), or the Electronic State Employment Application through your Applicant Account at www.CalCareers.ca.gov. All Experience and Education relating to the Minimum Qualifications listed on the Classification Specification should be included to demonstrate how you meet the Minimum Qualifications for the position.
- Resume is required and must be included.
- Other - A cover letter is required and must be submitted.
- Other - Writing Sample, demonstrating both writing ability and legal analysis is required.

Applicants requiring reasonable accommodations for the hiring interview process must request the necessary accommodations if scheduled for a hiring interview. The request should be made at the time of contact to schedule the interview. Questions regarding reasonable accommodations may be directed to the EEO contact listed on this job posting.

Desirable Qualifications

In addition to evaluating each candidate's relative ability, as demonstrated by quality and breadth of experience, the following factors will provide the basis for competitively evaluating each candidate:

- Strong leadership skills and a demonstrated talent to think strategically and creatively in analyzing complex legal and policy issues;
- Excellent litigation, research, and writing skills and the ability to effectively balance multiple priorities;
- A strong motivation to work on subject matter areas relating to worker rights issues, pertaining to labor and employment law, legal obligations of employers and exploitative industrial practices;
- Excellent judgment in all phases of work, including interacting on sensitive matters with staff, clients, other government agencies and members of the public;
- Exceptional communication and interpersonal skills, initiative, and strong organizational skills.

Benefits

Benefit information can be found on the [CalHR](#) website and the [CalPERS](#) website.

Contact Information

The Human Resources Contact is available to answer questions regarding the position or application process.

Human Resources Contact:

Courtney Contreras
(916) 210-7235
Courtney.Contreras@doj.ca.gov

Please direct requests for Reasonable Accommodations to the interview scheduler at the time the interview is being scheduled. You may direct any additional questions regarding Reasonable Accommodations or Equal Employment Opportunity for this position(s) to the Department's EEO Office.

EEO Contact:

EEO Officer
(916) 210-7580
EERROffice@doj.ca.gov

California Relay Service: 1-800-735-2929 (TTY), 1-800-735-2922 (Voice) TTY is a Telecommunications Device for the Deaf, and is reachable only from phones equipped with a TTY Device.

Additional Application Filing Information

Please note, if using the United States Postal Service for delivery, there is no guarantee that your application will be date stamped and will arrive by the final filing date. If your application does not have a postmark or date stamp and arrives after the final filing date, your application will not be accepted. Therefore, to ensure timely delivery of your application, it is recommended that you use either electronic delivery, parcel service, or certified mail. Using one of these options will provide proof of delivery prior to the final filing date. If you are mailing your application, as a courtesy we ask that you contact the HR Consultant listed to confirm your application has been received. This is not required, but highly encouraged so we can ensure the timely submission of your application.

Equal Opportunity Employer

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.