



CUSTER COUNTY

Human Resource Director

420 Mt Rushmore Rd.

Custer SD 57730

605-673-8134

tholland@custercountysd.com

Custer County State's Attorney – Deputy State's Attorney

Part-time position; Wage: TBD with partial benefits.

RESPONSIBILITIES: Primary duties will be to handle civil matters for Custer County. Applicants should have a strong background in real estate and human resources. Deputy will attend and provide legal advice to the Board of County Commissioners, county officials and employees. Position requires strong oral and written communication skills, ability to work well in a team setting, ability to work with minimum direction, and have good organizational skills. Deputy will represent Custer County in civil matters and on occasion, may be required to handle and/or appear before the court on criminal matters. Deputy will be required, among other things, to research issues, review contracts and other documents on behalf of the county, draft resolutions and ordinances, prepare and litigate cases, handle personnel matters and tax appeals.

QUALIFICATIONS: Juris Doctorate degree and admitted to practice law in the State of South Dakota. Please submit application (located online at custercountysd.com or through Human Resources at 605-673-8123). Please submit application, cover letter and resume to Tracy L. Kelley, Custer County State's Attorney, 420 Mt. Rushmore Rd., Custer, SD 57730. Position is open until filled. Custer County is an equal opportunity employer.