



Commonwealth of the Northern Mariana Islands Office of the Attorney General

2nd Floor Hon. Juan A. Sablan Memorial Bldg.
Caller Box 10007, Capitol Hill
Saipan, MP 96950

EDWARD MANIBUSAN
Attorney General

EMPLOYMENT OPPORTUNITY

JOB TITLE: ASSISTANT ATTORNEY GENERAL – CIVIL DIVISION

The Office of the Attorney General of the Commonwealth of the Northern Mariana Islands is currently seeking applicants for the position of Assistant Attorney General. The Commonwealth of the Northern Mariana Islands (CNMI) is a government in political union with the United States of America consisting of several islands in the Pacific Ocean located north of Guam, including the islands of Saipan, Tinian, and Rota. With a population of approximately 45,000 people, Saipan offers both a close-knit community and the professional opportunities of a capital city. The Commonwealth judiciary consists of five Superior Court judges and a Supreme Court consisting of three justices. The U.S. District Court for the Northern Mariana Islands has one justice and one magistrate, and appeals are heard by the United States Court of Appeals for the Ninth Circuit.

The successful applicant must be admitted to practice before a state or territorial bar association and in good standing, making him or her eligible for up to eight-years of temporary admission to the Commonwealth Bar as a government attorney, or pass the CNMI Bar examination. Applicants must demonstrate a dedication to serving as a civil servant and a commitment to developing the case preparation, research, and courtroom skills necessary for civil litigation and agency representation. Working knowledge of the federal rules of civil procedure, particularly in the areas of motion procedures and government procurement is preferable. Applicants must possess strong academic credentials from an ABA-accredited law school, demonstrate excellent writing and advocacy skills, and have a proven record of creative thinking and working effectively in a team environment. Starting salaries begin at \$65,000 and increase commensurate to the successful applicant's date of admission to a bar. The term of the initial contract for the Assistant Attorney General is two-years and is renewable at the employer's discretion.

NATURE OF WORK: This position is located at the CNMI Office of the Attorney General Civil Division and is under the direct supervision of the Attorney General and/or his designee. Assistant Attorney Generals represent the CNMI Government and its executive branch government agencies. Substantive areas of law vary widely across all departments with a significant focus on environmental law, utilities and public works, public lands management, corrections, health law, government contracts, and employment issues.

DUTIES AND RESPONSIBILITIES:

- Represent government agencies in all in-house legal matters including contract review, administrative hearings, government procurement, and litigation;
- Draft legal memoranda, opinions, and regulations;
- Draft motions, pleadings, and other legal documents in civil litigation matters and appear on behalf of the government of the Commonwealth and/or executive branch agencies;
- Perform such acts as may be incidental to the exercise of the functions, powers, and duties set forth in the Commonwealth constitution and statutes; and

Civil Division

Telephone: (670) 237-7500
Facsimile: (670) 664-2349

Criminal Division

Telephone: (670) 237-7600
Facsimile: (670) 234-7016

Attorney General Investigation Division

Telephone: (670) 237-7628
Facsimile: (670) 234-7016

Victim Witness Advocacy Unit

Telephone: (670) 237-7602
Facsimile: (670) 234-7016

- Perform other duties as assigned.

Benefits include expatriation and repatriation benefits including round-trip airfare for the employee and the employee's legal spouse and dependents, a relocation assistance stipend of \$3,000-\$5,000; affordable health insurance, life insurance, competitive retirement benefits, including an employer match; and paid holidays, paid vacation days, and paid sick leave. In addition, CNMI residents are not required to file income tax returns with the federal government and typically pay taxes at significantly lower rates under CNMI tax laws, which provide for an income tax rebate of up to 90%. Employees also qualify for student loan forgiveness under the Public Service Loan Forgiveness Program.

Outside of the office, the CNMI offers warm weather year-round; beautiful beaches with crystal-clear blue waters; world-famous scuba diving; and affordable direct flights to Guam, Japan and South Korea. As a Commonwealth of the United States, the primary language is English, the currency is the U.S. dollar, and there are no visa restrictions or residency limitations for U.S. citizens. Its cultural diversity, rich World War II history, competitive schools, and work-life balance make Saipan an ideal place to develop your career, raise a family, and contribute meaningfully to the Office and the Commonwealth.

CONTACT:

Attorney General

Email: employment@cnmioag.org

******Please send a cover letter, resume, two writing samples, a list of three (3) references and a date of availability should an offer be extended.**