

OPEN TO THE PUBLIC

SOLICITOR 2

CROWN ATTORNEYS OFFICE DEPARTMENT OF JUSTICE & PUBLIC SAFETY LOCATION - Summerside

FULL-TIME EXCLUDED POSITION (Commencing Immediately)

The Crown Attorneys' Office is mandated to represent the Attorney General of the province in all aspects of his or her prosecutorial function. The Crown Attorneys' Office prosecutes offences under the *Criminal Code of Canada*, the *Youth Criminal Justice Act* and the provincial statutes in the Provincial, Supreme and Appeal Courts of PEI, and the Supreme Court of Canada. The purpose of this position is to prosecute criminal cases in all courts and tribunals within the province and to carry out any related tasks associated with that responsibility.

Duties include:

- Preparing for criminal cases conducted in the Provincial Court as well as all levels of the Supreme Court, which involves interviewing witnesses, reviewing their statements and preparing witnesses for trial.;
- Prosecuting cases as counsel acting on behalf of the Attorney General of Prince Edward Island in Provincial Court and Supreme Court in relation to the *Criminal Code of Canada*, *Youth Criminal Justice Act*, and statutes of Prince Edward Island;
- Researching case law and preparing briefs for the Court on points of law and sentencing;
- Attending before Justices of the Peace for show cause hearings;
- Attending Criminal Code Review Board hearings, pursuant to Part XX.1 of the Criminal Code and inquests pursuant to the Coroner's Act; and
- Other related duties as required including providing legal advice to departments and agencies.

Minimum Qualifications:

- Must have a law degree from a recognized university and be a member in good standing with the Prince Edward Island Bar Law Society.
- Minimum 5 years experience at the Bar is required, preferably in the area of criminal law.
- Must demonstrate relevant knowledge, including: Common Law, Criminal Procedure, Evidence, and Ethics.
- Must have effective decision making skills, the ability to take interview, and the ability to maintain positive working relationships.
- The ability to take initiative and effective analytical, organizational, and communication skills are required.
- Applicants must have the ability to work both independently in a self directed manner and as an effective member of a team.
- The successful applicant must provide a satisfactory criminal records check with *Vulnerable Sector Screening* prior to beginning employment.

Other:

- Bilingualism would be considered an asset.
- General knowledge of divisional policy would be considered an asset.

Note: Please ensure the application clearly demonstrates how you meet the noted qualifications as applicants will be screened based on the information provided. The successful candidate will be the only individual receiving written notification of competition results. The "Notification of Successful Candidates" list posted on the Employment Opportunity board will serve to inform all other applicants of competition results.

Salary Range: \$48.73 - \$60.91 per hour (25S Excluded)
Bi-Weekly Hours: 75.0 hours bi-weekly
Posting ID: 135194 – 1118JPPO
Closing Date: November 26, 2018 at 5:00 p.m.

Please return forms to PEI Public Service Commission, P.O. Box 2000, Charlottetown, Prince Edward Island, C1A 7N8. Applications may be sent by fax to (902) 368-4383. **IT IS THE RESPONSIBILITY OF THE APPLICANT TO CONFIRM RECEIPT OF THE APPLICATION, BY TELEPHONE OR IN PERSON PRIOR TO THE CLOSING DATE.** Please ensure that the appropriate Posting ID number is stated on all application forms. You can apply online or obtain an application form by visiting our web site at www.gov.pe.ca/jobs. Forms may also be obtained by contacting any PEI Government office, ACCESS PEI Centre, Regional Services Centre, or by telephone 368-4080.