

OPEN TO THE PUBLIC CORRECTION

SOLICITOR I

DEPARTMENT OF JUSTICE & PUBLIC SAFETY LOCATION - Charlottetown/Summerside

TO CREATE A LIST FOR CASUAL EMPLOYMENT

The purpose of this casual list is to cover periods when permanent Departmental Solicitors or Crown Attorneys are on leave or there is a requirement for additional staffing within the Department of Justice & Public Safety.

Duties may include but are not limited to:

- providing advice based on a review of applicable legislation, case law and/or legal principles, on a wide variety of legal issues as required in government departments;
- working with cases or legal problems involving conflicting legal principles or unique elements and requiring the interpretation of varied and complex legislation;
- acting as legal advisor or counsel on matters of substantial importance to the operations of government;
- drafting, reviewing, construing contracts and other legal documents;
- acting as Crown counsel in civil litigation, including acting as counsel for the Director of Child Protection;
- acting as Crown counsel in administrative tribunals proceedings;
- advising on matters relating to legislation and orders-in-council;
- receiving and responding to inquiries from the public, law firms, federal government and other provincial governments in relation to legal work;
- 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;
- preparing for criminal cases conducted in Provincial Court as well as all levels of the Supreme Court;
- interviewing witnesses, reviewing their statements, and preparing witnesses for trial;
- carrying out special projects as assigned;
- other duties as required.

Minimum Qualifications:

- Applicants must have a Law Degree from a recognized university and be a member in good standing of the Law Society of P.E.I.
- Applicants must demonstrate strong interpersonal skills.
- The successful applicant must provide a satisfactory criminal records check prior to beginning employment.

Please note: Solicitor I positions are intended for entry level lawyers with less than five years experience at the Bar.

Other Qualifications:

- Bilingualism (French, English) will 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. We would like to thank all applicants for their interest; however, only those who are selected for an interview will be contacted.

Salary Range: \$31.08 - \$38.85 per hour (Level 19 Excluded)
Posting Id#: 126344-0616JPCO
Closing Date: Wednesday, June 29, 2016 4:00 p.m.

Please return application 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. DUE TO THE FACT THAT RECEIPT OF APPLICATIONS BY FAX CANNOT BE GUARANTEED, APPLICANTS TRANSMITTING THEIR APPLICATIONS BY FAX MAY WISH TO CONFIRM RECEIPT BY TELEPHONE OR IN PERSON PRIOR TO THE CLOSING DATE.** Please ensure that the appropriate Posting I.D. 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 telephoning 368-4080.