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| Job Title: | County Attorney with felony responsibilities | Immediate Supervisor: | N/A |
| Department/Group: | County Attorney | Position Type: | Full-Time  |
| Annual Salary  | Salary | Date posted: | June 25, 2025 |
| Contact: | County Judge Brandon Bell | Posting Expires: | June 27, 2025 |
| Lamar County is an Equal Opportunity EmployerPersons with disabilities are encouraged to request assistance during the application process. Please call the Lamar County HR/Payroll Office at 903-737-2486 to request assistance. |
| Applications can be picked up at the Lamar County Courthouse or on the website http://www.co.lamar.tx.us |
| Please submit application in person to:Lamar County Judge’s Office119 N Main Room 170Paris, TX 75460 | Mail:Lamar County Judge’s Office119 N Main Room 170Paris, TX 75460 |
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| **JOB SUMMARY:** The County Attorney is the chief legal advisor to the county. The County Attorney’s office generally handles county requests for legal opinions from the Attorney General’s Office. The office must evaluate, file, and prosecute misdemeanor and felony-level cases (Class C misdemeanors through Capital murder felonies), from intake to trial and appeal. Collaborate with victims, law enforcement, and defense counsel to ensure fair and just outcomes. Conduct legal research, draft motions, and make courtroom appearances for hearings and trials. The County Attorney may also represent the county in suits affecting payment of taxes and eminent domain.**PRINCIPAL DUTIES AND RESPONSIBILITES*** Prosecuting Misdemeanor and Felony Cases: Responsibilities include evaluating, filing, and prosecuting felony and misdemeanor cases from intake through trial and appeal. This involves handling all aspects of prosecution, conducting legal research, preparing for trial, appearing in court, negotiating plea offers, and potentially presenting cases to the Grand Jury.
* Working with Law Enforcement: The County Attorney may work with law enforcement on criminal investigations, advise on legal issues and policy, and direct peace officers on investigations and warrant review.
* Case Management: Duties involve coordinating and maintaining case files and status, including updating criminal and other case files, and managing individual case status, calendar, and docket settings.
* General Legal Duties: The role includes providing legal advice to county officials, drafting and reviewing legal documents, representing the county in legal proceedings, conducting legal research and analysis, and maintaining strict confidentiality.
* The county attorney has certain administrative and advisory duties not directly related to their public prosecuting and judicial functions.
* May represent county officials and employees in suits affecting official duties
* Appointment of investigators
* Employment and qualifications of assistants and other personnel for prosecuting (county) attorney
* Request legal opinions form Attorney General (concerning county business)
* Pay all money collected for state and county into Treasury of State or County and file report of all money received in office yearly to comptroller or County Treasurer
* Upon request, give legal opinion in writing to any county officer concerning official duties
* May, if requested, represent the county to enforce collection of delinquent taxes
* Completion of continuing education requirements

**EDUCATION AND QUALIFICATIONS*** U.S. Citizen
* At least 18 years of age
* Lawyer licensed to practice in Texas
* Not have been finally convicted of a felony from which they have not been pardoned or otherwise released from the resulting disabilities
* Not have been determined by a court with probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote

V.T.C.A., Tex. Gov’t. Code, Title 2, Subt. G, App. A, State Bar of Texas Rules, Art. 12, Sec. 6 |  |  |  |