



## **MARK P. HABY**

Medina County Criminal District Attorney

### Employment Opportunity Posting

**POSITION:** Assistant Criminal District Attorney

**SALARY:** \$89, 000.00 plus excellent benefits through Medina County

**LOCATION:** Medina Criminal District Attorney's Office  
1403 Avenue N, Hondo, Texas

**Position will be available January 24, 2022**

#### **POSITION PURPOSE AND OBJECTIVES:**

The Medina County Criminal District Attorney is located in Hondo, Texas located thirty minutes West of San Antonio.

The ideal candidate will have extensive first chair trial experience to include: Murder, Aggravated Sexual Assault of a Child, Aggravated Assault with a Deadly Weapon

#### **QUALIFICATIONS:**

- Licensed to practice law in Texas.
- Extensive first chair felony trial experience required.
- Ten years' experience in criminal prosecution preferred.
- Experience in capital murder prosecution preferred.
- Law enforcement experience preferred.
- Ability to assist law enforcement with active criminal investigations.
- Ability to write search warrants.
- Ability to navigate computer software programs.
- Knowledge of Microsoft, Excel, and Power Point.
- Must be self-motivated.

## **ESSENTIAL FUNCTIONS:**

1. The Assistant Criminal District Attorney will be required to work closely with all law enforcement agencies located within Medina County. This will include but is not limited to; Texas Department of Public Safety, Police Departments, Sheriff's Departments, State and Federal Task Force Officers, FBI, DEA, Department of Homeland Security.
2. The Assistant Criminal District Attorney will be responsible for fostering and maintaining professional working relationships with all ADA's, clerical staff and DA investigators.
3. The Assistant Criminal District Attorney must be able to work closely and collaboratively with ADA's and law enforcement personnel regarding ongoing complex criminal investigations. At times, this will require the Assistant Criminal District Attorney to accompany law enforcement personnel to crime scenes and other field work as needed.
4. The Assistant Criminal District Attorney must be able to make decisions, and provide accurate legal advice to law enforcement personnel when required.
5. The Assistant Criminal District Attorney will be responsible for managing the trial docket including special settings.
6. The Assistant Criminal District Attorney will be responsible for sitting first or second chair in the trial of all major crimes.
7. The Assistant Criminal District Attorney will be responsible for ensuring policies and procedures set forth by the Elected DA are adhered to.

Please send cover letter, résumé, and references to  
[Julie.solis@medinatx.org](mailto:Julie.solis@medinatx.org)