

Job Category

Court

Employee Status

Contract- Part time

Job Duties

The City Solicitor will prosecute traffic offenses that occur within the City of Tega Cay. Work shall include all necessary preparation for cases on the Municipal Court docket, including but not limited to jury selection, interviewing and preparing witnesses and officers, reviewing all evidence relating to each case. While working with officers to come to an agreed resolution in each case. Also, appearing on behalf of the City for any summary cases that are appealed to General Sessions court.

To train and improve officer testimony and documentation, the Solicitor will be required to submit a detailed plea affidavit to the Clerk of Court for each plea agreement reached.

The City also requires the Solicitor to perform training sessions on report writing and courtroom testimony while under contract.

The Municipal Court conducts traffic court twice a month on Tuesdays, with a 10:00 a.m. and 5:30 p.m. session.

Jury trials are held once a quarter for an entire week.

Qualifications

Juris Doctor with an active license to practice law in South Carolina.

Criminal trial experience, to include summary courts.

Pay Info

Dependent on qualifications and experience.

How to Apply

Please submit your application online at [Human Resources | Tega Cay, SC - Official Website \(tegacaysc.org\)](https://www.tegacaysc.org).

Equal Opportunity Employer

The City of Tega Cay is an Equal Opportunity Employer.