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## Cook County State's Attorney's Office Real Estate Tax Litigation

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**Job Title:** Assistant State's Attorney, Real Estate Tax Litigation Section

**Department:** Civil Action Bureau, Richard J. Daley Center, 50 W. Washington, Chicago, Illinois 60602

**Position Description:** The Civil Actions Bureau of the Cook County State's Attorney's Office is seeking an Assistant State's Attorney to join our Real Estate Tax Section. This is a full-time, bargaining unit exempt position.

**Working Environment & Reporting Structure:** In this role, the ASA will manage a large caseload of real estate tax litigation cases, such as tax objection cases in the Circuit Court and the Illinois Property Tax Appeal Board, tax rate objections, indemnity cases, tax sale and collection issues, and other real estate tax related litigation. The Tax section is also responsible for advice and counsel to various Cook County tax assessment and collection officials. The role is ideal for someone who is highly adaptable and a team player, with strong writing and communication skills. The ASA must also possess (or be willing to learn) the skills necessary to evaluate the valuation methodologies commonly used in real estate appraisals.

The ASA will report to the Supervisor and Deputy Supervisors of the Real Estate Tax Section.

**Duties/Requirements:** Juris Doctor degree, with a license to practice in the State of Illinois and admitted to practice in the United States District Court for the Northern District of Illinois.

Strong organizational skills for managing high-volume practice.

Must uphold the mission and values of the State's Attorney's Office.

**Minimum Qualifications:** Juris Doctor degree, with a license to practice in the State of Illinois and admitted to practice in the United States District Court for the Northern District of Illinois.

Strong organizational skills for managing high-volume practice.

Must uphold the mission and values of the State's Attorney's Office.

**Preferred Qualifications:**

- Experience with valuation of real estate for taxation purposes.
- Civil or criminal litigation experience.
- Knowledge of Cook County tax assessment and collection processes.
- Experience in preparing briefs and arguments in the Appellate Court.
- Basic proficiency with Excel

**Contact:** To apply, please submit a resume and a statement of interest to Kathy Wallace, Director of Human Resources, at [katherine.wallace@cookcountyil.gov](mailto:katherine.wallace@cookcountyil.gov) and cc: [atty.hire@cookcountyil.gov](mailto:atty.hire@cookcountyil.gov) by March 17, 2021.

**Equal Employment Opportunity:** The Cook County State's Attorney's Office (CCSAO) is an equal opportunity employer, which seeks to recruit, develop, and retain the most talented people from a diverse candidate pool. The CCSAO does not discriminate on the basis of race, color, The Civil Actions Bureau of the Cook County State's Attorney's Office is seeking an Assistant State's Attorney to join our Real Estate Tax Section. This is a full-time, bargaining unit exempt position.

religion, sex, pregnancy, national origin, age, physical and mental disability, sexual orientation, gender identity, gender expression, and any other characteristic protected by federal, state, or local law. Upon request, the CCSAO will provide reasonable accommodation for qualified individuals due to a disability or pregnancy.