



EMPLOYMENT  
OPPORTUNITY  
ANNOUNCEMENT  
STATE OF NEW YORK  
UNIFIED COURT SYSTEM

**PLEASE POST**  
ANNOUNCEMENT NO. 27608

**POSITION TITLE:** PRINCIPAL COURT ATTORNEY

**JG: 31**

**LOCATION:** SUPREME COURT, QUEENS COUNTY- CRIMINAL TERM

**BASE SALARY:** \$ 130,061 + \$4,920 LOCATION PAY

**CLASSIFICATION:** NON-COMPETITIVE/CONFIDENTIAL

**QUALIFICATIONS:** Admission to the New York State Bar; **and** Three (3) years of service in the Associate Court Attorney title; **or** Eight (8) years of relevant legal experience gained after admission to the New York State Bar.

**DISTINGUISHING FEATURES OF WORK:** Principal Court Attorneys serve in a confidential capacity and are responsible for overseeing the operations of special parts, terms or departments in courts with a service population exceeding 400,000. They assist the Chief Court Attorney or Supervising Court Attorney in formulation and implementation of office policy, supervision and administering the operations of a law department. Principal Court Attorneys research and analyze complex legal issues and questions for the court, may be designated to act as special referees and perform other related duties.

**ASSIGNMENT:** This position is assigned to the Youth Part in Queens Supreme Court, Criminal Term. Duties include but are not limited to: researching and analyzing intricate, complex, and sensitive legal issues and questions; preparing memoranda with recommendations; drafting opinions, decisions, orders, correspondence, and other written material; conferring with lawyers on unusual or complex proceedings and reviewing legal documents; reviewing and verifying citations; conferring with and advising the judge on legal issues; arranging the judge's calendar and scheduling meetings and conferences; and conducting discovery, pre-trial, and settlement conferences.

**GENERAL INFORMATION:** The above statements are intended to describe the general nature and level of work being performed by persons assigned to this title. They do not include all job duties performed by employees in the title, and every position does not necessarily require these duties. Although a position is available and situated at a specific location, the appointee may be subject to reassignment to any position in the same title in this promotion unit dependent upon the needs of the Unified Court System. All applications received from this announcement may be used to fill any vacancies in this title that may occur in this court or agency within the next six (6) months. Position(s) available at the present time: 1.

**APPLICATION PROCEDURES:** All interested persons meeting the minimum qualifications are encouraged to submit a UCS-5 Application for Employment form (obtainable from any administrative office in a court building or on the web at [www.nycourts.gov/careers/UCS5.pdf](http://www.nycourts.gov/careers/UCS5.pdf)), a resume, and cover letter by email to [qscrimhr@nycourts.gov](mailto:qscrimhr@nycourts.gov) or by mail to:

ROSEANNE MASELLI  
PERSONNEL DEPARTMENT  
SUPREME COURT - CRIMINAL TERM, QUEENS COUNTY  
125-01 QUEENS BLVD, 7TH FLOOR, ROOM 708B  
KEW GARDENS, NY 11415

**[APPLICANTS ARE ENCOURAGED TO COMPLETE THE EQUAL EMPLOYMENT OPPORTUNITY DATA COLLECTION FORM.](#)**

**POSTING DATE:** February 6, 2026

**APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** March 6, 2026

**The New York State Unified Court System is an equal opportunity employer, and does not discriminate on the basis of race, color, religion, gender (including pregnancy and gender identity or expression), national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, parental status, military service, or other non-merit factor.**