



Office of the Arizona Attorney General

Under the leadership of the Attorney General, the Office of the Attorney General (“AGO”) represents the public interest of Arizona and its citizens. Employees in the Office enjoy a challenging, diverse and professional work environment among some of Arizona’s most experienced and respected law enforcement/legal professionals who are committed to serving the people of Arizona.

The Civil Litigation Division (CLD) includes three sections: The Consumer Protection and Advocacy Section, including units focused on consumer protection, worker’s protection, and complex litigation; the Division of Civil Rights Section; and the Bankruptcy Collection and Enforcement Section. CLD also includes two independent units: the Tobacco Enforcement Unit; and the Environmental Protection Unit. The Consumer Protection and Advocacy Section focuses on important issues that affect the daily lives of fellow Arizonans such as protecting the public from consumer fraud and providing advocacy and public education regarding consumer protection issues. It also enforces Arizona’s antitrust laws to protect competition and consumer welfare. Through the Civil Rights Section, the Division promotes and enforces Arizona’s civil rights laws. The Bankruptcy Collections and Enforcement Section ensures that debts owed to the state are collected.

Assistant Attorney General

Salary Range: \$80,000 – \$105,000

Selective Preferences: Some litigation experience preferred.

Senior Paralegal

Salary Range: \$50,000 – \$60,000

Selective Preferences: Three years full-time employment as a paralegal; or three years full-time employment with the State of Arizona as a Legal Secretary II; or any equivalent paralegal education and/or experience. Bankruptcy Experience

Legal Secretary 2

Salary Range: \$44,000 – \$55,602

Selective Preferences: 2 years of litigation and/or post-judgment experience.

Section Descriptions

Consumer Protection and Advocacy Section: The Consumer Protection & Advocacy Section protects people, including Arizona's most vulnerable residents from deceptive business practices by enforcing Arizona's consumer protection and antitrust laws. Our dedicated team of attorneys, investigators and legal staff investigates allegations of unfair and deceptive business practices, and brings civil enforcement lawsuits under the Arizona Consumer Fraud Act in local, statewide, and national cases. The Section is comprised of five units that focus on consumer protection, worker's protection, housing justice, complex litigation, antitrust, consumer privacy, and protecting the elderly from financial exploitation. The Section takes matters to state and federal court to stop harmful business practices, recover restitution for injured Arizona consumers, and impose civil penalties against wrong-doers. This mission-oriented work ranges from complex cases against multinational corporations and cutting-edge legal issues to enforcement cases against smaller companies or individuals.

Worker Protection Unit: The Worker Protection Unit uses existing laws to protect workers from exploitation, ensuring fair and honest dealings with workers, and securing fair competition among employers. Among other things, the Unit enforces the state minimum wage and earned paid sick time laws, combats misclassification and payroll fraud, and uses consumer protection and antitrust laws for the benefit and protection of workers.

Division of Civil Rights Section: The Division of Civil Rights Section protects Arizonans from unlawful discrimination, through enforcement of the Arizona Civil Rights Act, the Arizona Fair Housing Act, and the Arizonans with Disabilities Act. The Division mediates, conciliates, investigates, and litigates allegations of unlawful discrimination in the areas of employment, housing, public accommodation, and voting.

Bankruptcy and Collections: The Bankruptcy and Collection Enforcement Section is comprised of the Bankruptcy Unit, Collection Enforcement Unit, and State Court Unit. It is a cross functional team of attorneys, legal staff, and debt collection professionals. The Section's mission is to efficiently, expeditiously, and fairly collect debts owed to the State of Arizona to maximize revenue. The Section represents nearly all state agencies, boards, commissions, and departments in bankruptcy, state court collection litigation and other collection matters. The Section's responsibilities range from routine collection and bankruptcy matters to complex litigation

Tobacco Enforcement Unit: The Tobacco Enforcement Unit is responsible for enforcing statutes related to the sale of cigarettes and other tobacco products in the state. This work helps protect the annual Tobacco Master Settlement Agreement payment of approximately \$100 million, which supports healthcare programs administered by the state. The Unit enforces the state ban on the online sale of most tobacco products and operates the Counter Strike program, enforcing the law

against selling tobacco products to minors. The Unit also partners with the Consumer Protection and Advocacy Section to investigate the unauthorized sale of e-cigarettes and other nicotine products.

Environmental Protection Unit: The Environmental Protection Unit works to protect Arizona's environment and natural resources and protecting public health and safety. The Unit pursues local, statewide, and national environmental matters based on the Attorney General's independent authority to protect Arizona's natural resources.