



## 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 the Tobacco Enforcement Unit; the Division of Civil Rights Section; and the Bankruptcy Collection and Enforcement Section. CPA 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 and worker protection issues. It also enforces Arizona’s antitrust laws to protect competition and consumer welfare and other state laws for the protection and benefit of workers. Through the Civil Rights Section, CLD promotes and enforces Arizona’s civil rights laws. Bankruptcy Collections and Enforcement ensures that debts owed to the state are collected.

### Assistant Attorney General

Salary Range: \$60,000 – \$98,500

Selective Preferences: Some litigation experience preferred.

### Senior Paralegal

Salary Range: \$36,779 – \$53,900

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: \$35,000 – \$55,602

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

## Section Descriptions

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**Consumer Protection:** The Consumer Protection & Advocacy Section protects people – including Arizona’s most vulnerable residents – from all types of deceptive and anticompetitive business practices by enforcing Arizona’s consumer protection, antitrust, and worker protection laws and representing Arizona in multistate investigations with other state attorneys general. 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 national, statewide, and local cases. CPA 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 involves bringing complex cases against large, multinational corporations (e.g. Apple, Google, Honda, Volkswagen, Theranos) and involves cutting-edge legal issues, as well as enforcement cases against smaller companies or individuals.

**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.

**Tobacco Enforcement Unit:** The Tobacco Enforcement Unit (TEU) is responsible 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. Among other statutory enforcement work, TEU enforces the state ban on the online sale of most tobacco products and operates the Counter Strike program, which focuses on enforcing the law against selling tobacco products to minors.

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