

Ontario County Department of Human Resources

3019 County Complex Drive
Canandaigua, New York 14424-9505

Civil Service Applications & Testing
(585) 396-4465
www.co.ontario.ny.us

Phone (585) 396-4465
Fax (585) 396-8843

Employee Relations Compensation &
Benefits
Workers' Compensation Self Insurance
(585) 396-4465

Thank you for your interest in the position of Ontario County Public Defender. This letter will identify the procedure for receiving consideration. Also, enclosed is an announcement outlining the qualifications, job specification and other position related details.

The Ontario County Government has appointed a Public Defender Search Committee to recruit candidates, examine credentials, interview candidates and bring forward a candidate to be appointed by the full Board of Supervisors. The vacancy will occur in early July 2009.

Procedure:

Applicants should submit a letter of interest accompanied by curriculum vitae, including licensure information.

Deadline:

Credentials must be received no later than July 2, 2009. All candidates will be advised of the status of their candidacy.

Letter of interest and Curriculum Vitae should be submitted to:

Ontario County Department of Human Resources
Attn: Mr. John E. Garvey
3019 County Complex Drive
Canandaigua, NY 14424

Ontario County encourages interest from all qualified individuals and the selection will be made without consideration of race, disability, religious beliefs, sexual preference, or age.

Thank you for your interest, we hope to hear from you soon.

Very truly yours,

John E. Garvey
Director of Human Resources

JEG:cfh
Enclosures

HUMRESVHR Intern - Christine\Public Defender Search Committee

New York State Civil Service Commission President's Award Winning Agency