



STEVE SISOLAK
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PUBLIC UTILITIES COMMISSION

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Commissioner

HAYLEY WILLIAMSON
Commissioner

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Executive Director

Unclassified Job Announcement

SR ATTORNEY (ASSISTANT STAFF COUNSEL)

The Public Utilities Commission of Nevada (PUCN) is seeking qualified applicants for the position of Senior Attorney in Staff Counsel. This is an unclassified, at-will, full-time exempt position within the State of Nevada.

About the PUCN: The PUCN is a quasi-judicial regulatory agency that, among other duties, ensures investor-owned utilities comply with all applicable state and federal laws. For more information about the agency, please visit the PUCN website at <http://puc.nv.gov>.

The Position's Key Areas of Responsibility:

- Handles complex legal issues
- Provides advice and counsel related to utility regulation including tariff review, proposed legislation and compliance with regulatory requirements.
- Reviews decisions of courts, other states and the federal government to determine precedent in regulatory legal matters.
- Advises Staff Counsel, the Director of Regulatory Operations, Commissioners and the Utilities Hearing Officer on probable legal or other impact of Commission decisions and proposed changes in rules, regulations and applicable laws.
- Reviews files, records and briefs.
- Prepares legal strategy and coordinates case execution.
- Formulates data requests.
- Reviews filings for legal adequacy and content.
- Prepares legal comments, briefs, responses to petitions, drafting stipulations, and other legal pleadings.
- Reviews, coordinates, and maintains Staff data requests and responses.
- Prepares testimony and other filings for compliance with Nevada Statutes and regulations.
- Assists in the development and/or review of proposed regulations and legislation.
- Represents Staff at hearings and workshops before the Commission.
- Cross examines witnesses.
- Prepares and executes protective agreements for receipt of confidential material.
- Maintains Staff confidential files.
- Provides other legal support and assistance to Staff divisions as necessary.
- Provides support to the Commission for legislative hearings and inquiries, to include preparing and presenting testimony to legislative committees.
- Makes presentations to various state, local and federal agencies.

- May be expected to perform additional job-related duties and to have or develop additional specific job-related knowledge and skills.

Skills Required:

Must be highly professional, well-organized, self-motivated, and possess leadership skills. Must be able to work independently with minimal supervision as well as in a team environment in collaboration with other legal staff, engineers, auditors, and economists; compile and summarize information and prepare correspondence, periodic or special reports related to assignments; and contribute effectively to the accomplishment of the team or agency goals, objectives, and activities. Must possess skill in effective written and verbal communication; required skills also include planning, prioritizing and executing timelines without the need for supervision. Must be available for travel (typically up to 25% of the time).

Minimum Qualifications:

Graduation from an accredited law school, active membership in the Nevada State Bar, and one year experience as an attorney.

Salary: Salary reflecting retirement (PERS) contributions by both the employee and the employer is up to \$116,839 (\$102,490 for employer only contribution). Salary offers are based on a wide array of factors such as a candidate's experience, skills, and education.

Benefits: The State benefits package includes enrollment into the Public Employees' Retirement System (www.nvpers.org), a choice of health insurance plans (www.pebp.state.nv.us), eleven paid holidays, and paid annual leave and sick leave, after appropriate waiting periods. Other optional benefits are also available, including a deferred compensation program.

Position Location: The position will be located in Las Vegas or Carson City.

Application Deadline: Recruitment needs are satisfied.

Submit Cover Letter and Resume to:

Bre Potter

Public Utilities Commission of Nevada

Email bpotter@puc.nv.gov

In subject line please reference: **Staff Counsel Senior Attorney Position**

Posted: 05/23/19