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STATE OF NEVADA
PUBLIC UTILITIES COMMISSION

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TAMMY CORDOVA
Commissioner

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Executive Director

Unclassified Job Announcement

Chief Attorney (Utilities Hearing Officer)

The Public Utilities Commission of Nevada (“PUCN”) is seeking qualified applicants for the position of Utilities Hearing Officer. 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 Positions Key Areas of Responsibility:

- Presides over contested cases, rulemakings, and investigations.
- Schedules and runs administrative proceedings, such as hearings, prehearing conferences, consumer sessions, and workshops.
- Examines witnesses.
- Receives documentary evidence.
- Rules on motions and admissibility of evidence.
- Hears arguments.
- Directs or permits the filing of testimony and legal briefs.
- Makes rulings prior to submission of assigned matters.
- Consults with Policy Division on technical matters.
- Analyzes and evaluates facts and law while exercising independent judgment in the preparation and issuance of reports, findings, and recommendations.
- Prepares and recommends drafts orders and reports for consideration by the Commission.
- Reviews petitions for reconsideration and drafts appropriate orders.
- Provides support in evaluating legislative proposals.
- May be expected to prepare and present testimony to legislative committees or present information to various state, local, and federal governmental entities.
- Provides supplemental legal support to the Office of General Counsel as necessary.
- May be expected to perform additional job-related duties and to have or develop additional specific job-related knowledge and skills.

Skills Required:

Must have a high degree of organizational professionalism, leadership abilities, and excellent oral and written communication skills. Must be able to work collaboratively with a broad range of people and objectively engage in thorough decision-making processes. Must be able to research, analyze, produce, review, and edit work product; compile and summarize information, prepare correspondence and periodic or special reports related to assignments; and contribute effectively to the successful accomplishment of PUCN goals and duties. Must be available for travel (typically up to 10% of the time).

Minimum Qualifications:

Graduation from an accredited law school and passage of the Nevada State Bar exam and at least one year of experience conducting formal administrative hearings or five years as a practicing attorney. Special Note: Preference may be given to applicants with experience related to utility regulation.

Approx. Annual Salary Up To \$133,012 (Salary reflects retirement (PERS) contributions by both the employee and the employer. An employer-paid contribution plan is also available with a reduced gross salary.)

Benefits: The State benefits package includes enrollment into the Public 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 Carson City.

Resumes Will Be Accepted Until: Wednesday, August 5, 2020

Submit Cover Letter and Resume / Direct Inquiries To:

Breanne Potter, Commission Secretary

Public Utilities Commission

Email bpotter@puc.nv.gov

In subject line please reference: **Utilities Hearing Officer**

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