

#10521 - ATTORNEY I - External

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ATTORNEY I(Job Id 10521)

Location: US:NH:CONCORD

Post Date: 01/11/2018

Category: PROFESSIONAL & MANAGERIAL

Close Date:

Employment Type:

Salary: 51,597.000-61,308.000 USD

Description

**State of New Hampshire Job Posting
Public Utilities Commission
Office of the Commissioner
21 South Fruit Street, Concord, NH 03301
Attorney 1 - Labor Grade 26
Position # 9T2882
(Full Time Temporary)**

Summary:

To provide assistance to the Commissioners and General Counsel in research, drafting, and editing of legal documents and in furthering legislative initiatives.

Responsibilities:

Assists Commissioners and General Counsel by performing advanced research and analysis of precedent law and background information relating to docketed and non-docketed matters to assure that Commission action conforms to the law.

Drafts and/or edits decisional and other materials for the Commissioners to assure legal correctness, factual accuracy, and conformity to Commission-approved form, style, and substantive language.

Conducts advanced research of and analyzes files, records, policies, briefs, Commission rules, laws and court decisions in order to recommend responses to legal, policy, and administrative inquiries by and to Commission Staff.

Provides assistance to the General Counsel to include, but not limited to, responding to public record requests, coordinating responses to legislative requests for information, and reviewing content of legislative sessions to determine the impact of proposed bills and court decisions. Compiles and updates the directory of legislative enactments and court decisions regarding matters within the Commission's jurisdiction. Communicates and explains legislative changes and court decisions to Staff.

Minimum Qualifications:

Education: J.D. from a recognized law school.

Experience: Two years' experience in the practice of law.

License/Certification: Valid driver's license and/or access to transportation for statewide travel.

SPECIAL QUALIFICATIONS: Must be an active member of the New Hampshire Bar Association and in Good Standing.

DISCLAIMER STATEMENT: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to a position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

For further information please contact Eunice Landry, Business Office Director eunice.landry@puc.nh.gov, (603) 271-6008, 21 S. Fruit Street, Concord, NH. 03301.

EOE

TDD Access: Relay NH 1-800-735-2964