

## TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

e-mail address for applications: [jobs@tceq.texas.gov](mailto:jobs@tceq.texas.gov)  
Physical Address - 12100 Park 35 Circle, Bldg. A  
Mailing Address - P.O. Box 13087/MC-116  
Austin, Texas 78711-3087  
(512)239-0102



**Internet:** [www.tceq.texas.gov](http://www.tceq.texas.gov)  
**Fax:** (512)239-0111

**State Title:** Attorney II  
**Functional Title:**  
**Job Posting:** 16180  
Monthly Salary: \$4265.00  
Salary Group: B21  
Posting Date: 02/29/2016  
Close Date: 03/15/2016  
Section/Division: Legal-Litigation Admin. Section/ Legal-Litigation Division  
Work Location: 12100 Park 35 Circle, Austin, TX 78753  
Openings: One(1)  
Position #(s): 3621

### **Job Description:**

Performs responsible professional legal and administrative work for the Agency. Negotiate orders, cooperative agreements, access agreements and other agreements pertaining to the functions of Remediation Division. Conduct legal research and prepare legal opinions and briefs. Provide assistance to the general public, citizen groups, public officials, and agency staff resulting from written, personal contact, or telephone inquiries. Advise agency personnel on legal questions and participate in making legal interpretations. Participate in various special projects for the Litigation Division. Perform various administrative tasks.

**Military Occupational Specialty (MOS) Codes:** 92J0, 04, 235, 27A, 27B, 250X, SC, 4402, 44405, 4410, and 51JX

### **Minimum Qualifications:**

Admission to the State Bar of Texas.

### **Preferred Requirements:**

Experience and/or course work in environmental law.  
Experience working with the judicial system.  
Experience working with legislators.

### **Special Requirements:**

Moving up to 5 pounds of paper.  
Traveling up to 20% of the time.

### **Condition of Employment:**

TCEQ will verify Selective Service registration for males born on or after January 1, 1960. If exempt from Selective Service registration selected candidate must provide proof of exemption on first day of employment. Offers of employment are contingent on the candidate having legal authorization to work for the TCEQ. TCEQ will conduct a criminal history records search on candidates selected for posted vacancies. Only applicants who are interviewed will receive written non-selection notification.

Submit a standard State of Texas application for **each job posting** to the Texas Commission on Environmental Quality, Human Resources & Staff Services (HRSS) office by 5:00 p.m. on the closing date. A signed faxed or emailed copy is acceptable. In compliance with ADA, if you need any special accommodations during the employment process, please contact HRSS for assistance.

Texas Commission on Environmental Quality is an Equal Opportunity Employer