

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

e-mail address for applications: 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

State Title: Attorney II
Functional Title:
Job Posting: 17036
Monthly Salary: \$4265.00
Salary Group: B21
Posting Date: 10/07/2016
Close Date: 10/21/2016
Section/Division: Legal-Litigation Admin. Section/ Legal-Litigation Division
Work Location: 12100 Park 35 Circle, Austin, TX 78753
Openings: Two(2)
Position #(s): 8693,0162

Job Description:

Performs responsible professional legal work for the Texas Commission on Environmental Quality. Provides legal assistance in contested agency hearings and at agenda meetings: participates in contested administrative enforcement hearings and in the negotiation of enforcement orders. Advises agency staff on legal matters and assists in making legal interpretations. Assists in the enforcement of the regulatory provisions of the agency under the law. Renders opinions, interpreting provisions and reviewing drafts of laws, rules, and regulations affecting agency operations: prepares drafts of bills and proposed amendments to agency regulations or laws promulgated by the agency. Confers with and advises agency staff and the public on the interpretation and application of agency laws and regulations: makes presentations before groups at agenda, public meetings, and hearings. Conducts legal research regarding assigned issues.

Military Occupational Specialty (MOS) Codes:

27A, 27B, 250X-SC, LGL10, 04, 4402, 4405, 4406, 4407, 4408, 4409, 4410, 51JX, and 92Jo

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 papers.
Traveling up to 20% of the time.
The agency will review the applicant's driving history in connection with the use of a vehicle in the performance of the job.

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 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