

DATE: JANUARY 20, 2012
INS120041
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ATTORNEY 2
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF REVENUE
INSURANCE COMMISSION
CONSUMER ADVOCACY
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: UNDER GENERAL SUPERVISION SUCCESSFUL CANDIDATE WILL BE PRINCIPAL LEGAL ADVISOR TO THE DIRECTOR OF THE OFFICE OF CONSUMER ADVOCACY ("OFFICE"). WILL CONDUCT INTRICATE LEGAL RESEARCH AND COMPLEX LEGAL DRAFTING FOR DIRECTOR. WILL INTERPRET COURT OPINIONS, STATUTORY AND CASE LAW, REGULATIONS AND INSURANCE CODE AND PROVIDE DIRECTION TO THE OFFICE. WILL PERFORM COMPLEX TECHNICAL LITIGATION IN CONNECTION WITH POLICYHOLDERS AND THIRD PARTY ADMINISTRATIVE COMPLAINTS AGAINST INSURANCE COMPANIES. WILL DRAFT LEGISLATION, ADMINISTRATIVE RULES AND REGULATIONS AND PREPARE LEGAL PLEADINGS/BRIEFS. WILL APPEAR IN PROCEEDINGS BEFORE ADMINISTRATIVE HEARING EXAMINERS AND IN STATE AND FEDERAL COURT. WILL ASSIGN AND REVIEW WORK OF LOWER LEVEL ATTORNEYS AND OFFICE PERSONNEL. WILL HAVE FREQUENT INTERACTION WITH CONSUMERS, INDUSTRY REPRESENTATIVES, ATTORNEYS, ETC. OTHER RELATED DUTIES AS REQUIRED.

REQUIREMENTS: TRAINING: ADMISSION TO THE WEST VIRGINIA STATE BAR.
EXPERIENCE: TWO YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EMPLOYMENT IN THE PRACTICE OF LAW.
SUBSTITUTION: ONE YEAR OF FULL-TIME OR EQUIVALENT PART-TIME PAID EMPLOYMENT AS AN ATTORNEY WITH THE AGENCY TO WHICH ASSIGNED SHALL BE CONSIDERED THE EQUIVALENT OF TWO YEARS OF EXPERIENCE.

SALARY: PAY GRADE 020 \$41,736.00 - \$77,220.00

DEADLINE: JANUARY 31, 2012

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TO APPLY:

SEND DIVISION OF PERSONNEL APPLICATION TO:
Cammie Wheeler
PO BOX 50540
Charleston, WV 25305

PLEASE INCLUDE POSTING NUMBER INS120041 ON APPLICATION