

City of New York
BUSINESS INTEGRITY COMMISSION
Job Vacancy Notice

Civil Service Title: EXECUTIVE AGENCY COUNSEL	Level: M1	
Title Code No: 95005	Salary: \$53,373.00- \$85,000.00	
Office Title: Executive Agency Counsel	Work location: 100 Church St., N.Y.	
Division/Work Unit: Legal	Number of Positions: 1	
Job Description		
<p>New York City Business Integrity Commission, a combined law enforcement and regulatory agency with jurisdiction over the trade waste industry and the public wholesale markets, seeks a staff attorney to conduct regulatory and background investigations, make regulatory determinations, draft commission decisions, and conduct other legal work related to the agency's jurisdiction.</p>		
Qualification Requirements		
<p>1. Admission to the New York State Bar; and four years of recent full-time responsible, relevant satisfactory legal experience subsequent to admission to any bar, eighteen months of which must have been in the supervision of other attorneys, in an administrative, managerial or executive capacity, or performing highly complex and significant legal work.</p> <p>2. Incumbents must remain Members of the New York State Bar in good standing for the duration of this employment.</p> <p>3. NYC residency required within 3 months of appointment.</p>		
Essential Skills		
<ul style="list-style-type: none"> * Deposition and criminal law experience preferred * Investigatory experience preferred * Strong writing skills required * Proficiency/Experience in Microsoft Word, Access and Excel is strongly desired. * Self motivated * Attention to details a must 		
To Apply:		
<p>Anyone interested in applying for this position must submit two copies of the resume and writing sample to:</p> <p style="text-align: center;">Darlene Whinfield, Director of Human Resources New York City Business Integrity Commission 100 Church Street - 20th Floor New York, New York 10007 Fax: 212-676-2846 BIC is an EEO employer. hresources@bic.nyc.gov</p> <p style="text-align: center;">Business Integrity Commission is an Equal Opportunity Employer.</p>		
Post Date: 02/17/2010	Post Until: 02/26/2010	JVN: 831-10-020

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