

**NEW YORK CITY TAXI AND LIMOUSINE COMMISSION
CITYWIDE JOB VACANCY NOTICE**

Civil Service Title:	Agency Attorney	Level:	I
Title Code:	30087	Work Location:	33 Beaver Street New York, N.Y. 10004
Office Title:	Appeals Attorney	Salary:	\$53,181 - \$81,189 (New Hire) \$61,158 - \$81,189 (Incumbent)
Division/Work Unit:	Office of Legal Affairs	No. of Positions:	1

JOB DESCRIPTION

The Taxi and Limousine Commission's Office of Legal Affairs is hiring an attorney for a newly created position. Reporting to the General Counsel, the successful candidate will work primarily on administrative appeals from decisions rendered by the Office of Administrative Trials and Hearings (OATH). OATH's decisions will be reviewable only for legal errors, and the focus of the review will be primarily on ensuring that the decisions are consistent with rules and laws administered by the TLC. The attorney will also perform other work as assigned by the General Counsel.

Because this is a newly created position, the successful candidate will have substantial latitude to shape the position and the appeals program. As such this is an excellent opportunity for an ambitious, creative, self-motivated attorney.

QUALIFICATION REQUIREMENTS

1. Admission to the New York State Bar; and either "2" or "3" below.
2. One year of satisfactory United States legal experience subsequent to admission to any state bar; or
3. Six months of satisfactory service as an Agency Attorney Interne (30086).

Incumbents must remain Members of the New York State Bar in good standing for the duration of this employment.

PREFERRED SKILLS

Essential abilities include the ability to do high quality legal writing and analysis, the ability to explain technical and complex concepts in simple prose, the ability to work quickly, efficiently and with minimal day-to-day supervision, the ability to work with computer databases, and the ability to work effectively with other attorneys and clerical staff.

It is helpful, but not required, for an applicant to have experience with administrative adjudication, and experience drafting high quality judicial or administrative decisions.

To apply please submit 2 copies of cover letter and 2 copies of resume to:
NYC Taxi and Limousine Commission
Carmen Rojas
Human Resources Division
33 Beaver Street – 22nd Floor
New York, New York 10004
E-Mail: jobsatTLC@tlc.nyc.gov

Post Date: May 13, 2011	Post Until: June 3, 2011	JVN: 156-2011-87040
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The NYC Taxi and Limousine Commission is an Equal Opportunity Employer