

ATTORNEY (JOINT REGIONAL SEWERAGE BOARD)

DISTINGUISHING FEATURES OF THE CLASS: This is professional legal work of a complex nature involving the responsibility for advising the Joint Regional Sewerage Board regarding its proceedings, representing the Board in court cases and in the performance of other legal work. General direction is received from the Chairman of the Board. Does related work as required.

TYPICAL WORK ACTIVITIES:

Researches the law and renders opinions to the Board;
Prepares pleading, appeals, resolutions, notices, contracts and other legal papers and documents;
Examines legal papers served on or filed with the Board;
Represents the Board in court or at hearings.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles and practices of common law and state laws as they apply to regional sewerage boards; good knowledge of civil court procedure and the rules of evidence; skill in preparing and drafting legal instruments; ability to analyze, appraise and apply legal principles, facts and precedents to legal problems; good command of the English language; good professional judgment.

MINIMUM QUALIFICATIONS: Qualifications are determined by the appointing authority.

NOTE: Must provide a current certificate of good standing.

SPECIAL REQUIREMENT: License to practice law in the State of New York which must be maintained throughout the course of employment in this title.