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**GOVERNOR**

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**State of New Jersey**  
**BOARD OF PUBLIC UTILITIES**  
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**Christine Guhl-Sadovy**  
**President**

Dr. Zenon Christodoulou  
**Commissioner**

Marian Abdou  
**Commissioner**

Michael Bange  
**Commissioner**

## NOTICE OF VACANCY

<b>POSTING: 55-2024</b>	<b>OPENING DATE:</b> <b>AUGUST 6, 2024</b>	<b>CLOSING DATE:</b> <b>AUGUST 20, 2024</b>
<b>TITLE: REGULATORY OFFICER 1</b>	<b>WORKWEEK: 35 HOURS (NL)</b>	<b>EXISTING VACANCIES: 1</b>
<b>SALARY: \$78,024.71 – \$111,000.80</b>	<b>DIVISION/OFFICE: GENERAL COUNSEL’S OFFICE (LEGAL)</b>	

### OPEN TO: NEW JERSEY RESIDENTS

At the New Jersey Board of Public Utilities (“Board”), you will be part of a highly effective and collaborative team working to ensure that safe, adequate, and proper utility services are provided to all members of the public who desire such services.

### GENERAL DESCRIPTION

New Jersey’s lead energy regulator, the Board of Public Utilities (“Board”), is looking for attorneys to join its General Counsel’s Office. The Board is charged with ensuring safe, adequate, and proper utility services at reasonable, non-discriminatory rates and developing a competitive, cost-effective energy policy that promotes responsible growth. The agency is also tasked with implementing significant clean energy policy goals and launching programs that promote renewable energy to meet our 100% clean energy goals. Board attorneys are at the forefront of implementing these policies, and work in cross-disciplinary teams to solve some of the most complex and impactful legal issues in New Jersey.

### WORK RESPONSIBILITIES

- Analyze and evaluate legal documents, rules, regulations, and/or legislation. Assist in the drafting, coordinating, and revision of rules, regulations, and orders that may be required to implement the statutory authority, powers, and duties of the agency. As assigned, assist in the preparation and review of contracts and procurement documents.
- Review and analyze regulatory filings and proposals. Review decisions, orders, memoranda, correspondence, and other instruments prepared by the staff prior to adoption or issuance. Advise the agency and supervisory officials regarding legal sufficiency and policy continuity. Evaluate Initial Decisions issued by Administrative Law Judges and review opinions of various courts. Draft agency decisions, orders, notices, proposals, memoranda and correspondence including orders adopting or modifying Initial Decisions.
- Assist the General Counsel in advising the agency and staff with respect to the application of various statutes, federal and state, including the New Jersey Administrative Code, Administrative Procedure Act, the Open Public Meetings Act, as well as other applicable laws.
- Assist in coordinating public hearings and meetings, and evaluation of testimony and proofs in order to facilitate the presentation of testimony in state and federal courts and agencies. Assist in formulating policies and procedures governing the conduct of all formal proceedings. Interact with the stakeholder community and the public.
- Participate in investigations and in coordinating activities with other departments of state or the federal government. Assist the General Counsel in coordinating activities with the Attorney General’s Office and the Department of Law and Public Safety. Recommend responses to informal inquiries regarding jurisdiction or policy of the agency.

- The successful candidate must be an excellent writer, work well as part of an integrated team, organize projects, prepare documents, make recommendations on the impact of proposed policies and/or legislation, and do other tasks as assigned.

## REQUIREMENTS

Graduation from an accredited law school with Juris Doctor (J.D.) degree and licensed to practice law in New Jersey or ability to become a New Jersey-licensed attorney.

**LICENSE:** Candidates must possess a current Certificate of Good Standing issued by the New Jersey Board of Bar Examiners, or other license to practice law issued by any state in the United States.

One (1) year of experience in conducting legal research, analyzing and evaluating legal documents, rules, regulations, and/or legislation, or the review and analysis of regulatory matters in a government agency; or one (1) year of experience as an attorney.

Candidates should have experience or demonstrated interest in one or more of the following topics:

- Utility regulation including but not limited to, electric, natural gas and water industry, clean energy programs, and cable and telecommunications industry practices.
- Understanding of state utility and other regulated entities rules, regulations and policies.
- Knowledge of federal policies governing the operation and regulation of public utilities and other regulated industries.
- General administrative law experience, including drafting of orders, rules, conducting legal research, or public hearings.
- Experience in the drafting and reviewing of contracts.

RESUME NOTE: Eligibility determinations will be based upon information presented in resume and proof of degree submitted. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency.

## GENERAL INFORMATION

- **BENEFITS:** For questions regarding health insurance and other job-related benefits, please direct inquiries to the Department's Human Resources Office at the email address provided below.
- **HOURS OF WORK:** The hours of work for this position are Monday through Friday from 9:00 a.m. to 5:00 p.m. All No Limit (NL) titles will be required to perform work beyond the stated hours of work as needed, in compliance with applicable collective bargaining agreements and laws.
- **STATE AS A MODEL EMPLOYER (SAME) APPLICANTS** If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. [The SAME program allows candidates, who identify as having a significant disability, to apply for non-competitive and unclassified positions through a fast track hiring process. For more information about the SAME program and the Fast Track Hiring program, please \[click here\]\(#\) if you have any questions, please email, or call the contact as indicated on the job vacancy announcement.](#)
- **TELEWORK:** This position may be eligible to participate in the Department's pilot Telework Program/Policy, which offers eligible employees the opportunity to work remotely up to two (2) days per week, if approved by Management per operational needs, subject to all requirements of the Department's Telework Program/Policy. For questions regarding Telework eligibility, please ask during the interview process if selected for an interview.
- **WORK AUTHORIZATION:** In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment verification forms upon hire. Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship, and

Immigration Services Regulations. The State of New Jersey does not provide sponsorships for citizenships or Visas to the United States.

## RESIDENCY REQUIREMENTS

The "New Jersey First Act," N.J.S.A. 52:14-7 (L. 2011, Chapter 70) effective September 1, 2011, contains new residency requirements for public officers and employees, unless exempted under the law. Current, new, or prospective employees should be aware of the following:

**Effective September 1, 2011, all employees of State and local government must reside in the State of New Jersey, unless exempted under the law. If you already work for State or local government as of September 1, 2011, and you do not live in New Jersey, you are not required to move to New Jersey. However, if you begin your office, position or employment on September 1, 2011, or later, you must reside in New Jersey. If you do not reside in New Jersey, you have one year after the date you take your office, position, or employment to relocate your residence to New Jersey. If you do not do so, you are subject to removal from your office, position, or employment. For more information, visit: <https://www.nj.gov/labor/research-info/njfirst.shtml>**

## APPLICATION INSTRUCTIONS

Qualified candidates are welcome to submit a letter of interest, resume, writing sample, a completed [State of NJ Employment Application](#) and [Personal Relationships Disclosure Form](#) along with your best contact number and email address to: [humanresources@bpu.nj.gov](mailto:humanresources@bpu.nj.gov)

**(Subject line must include the specific job posting number).**

**If you would like to mail your application, you may send it to the following address:**

NJ Board of Public Utilities  
Office of Human Resources  
44 S. Clinton Avenue  
P.O. BOX 350  
Trenton, NJ 08625

***The New Jersey Board of Public Utilities is an Equal Opportunity Employer.***