

# General Counsel

## Ohio Turnpike - Berea, OH

---



The Ohio Turnpike & Infrastructure Commission is seeking an experienced General Counsel to work in our Legal Department at the Administration Building in Berea, OH. Please consider bringing your experience, talents, and goals to one of Northern Ohio's vital resources and join the future of transportation.

If you are interested, here's some of what we can offer you:

- Salary \$140,000 annually
- Excellent pension and health care benefits
- Generous paid leaves
- Stability

### **Main Job Tasks:**

- Operates as Chief Legal Officer of the Ohio Turnpike and Infrastructure Commission.
- Oversees all work of the legal department and provides expert and strategic legal advice to the Executive Director, Commission and Department Heads regarding all legal matters, including but not limited to, public bidding, purchasing, contract awarding, public meetings, employment related issues, collective bargaining, labor grievances, arbitration, right-of-way protection and permitting, eminent domain, prevailing wages, worker's compensation, risk management and outside counsel administration.
- Represents the Commission in all legal matters; responsible for management of the Commission's litigation.
- Directs the legal staff in legal research on defined and potential issues in cases.
- Anticipates and identifies legal issues and provides counsel in order to develop legal strategies and solutions, often in situations of political, public relations, or financial risk or significance, and with limited time for assessing alternatives.
- Reviews, researches, interprets, and prepares both written and oral opinions on a wide variety of legal issues to the Executive Director and Commission.
- Selects and retains outside counsel, as required, to obtain legal opinions or to handle claims and litigation.
- Maintains professional growth and development through seminars, workshops, and professional affiliations to keep abreast of latest developments in related areas of practice.
- Supervises legal work of attorneys, paralegals, and outside counsel.
- Drafts agreements that minimize risks and maximize legal rights related to business decisions of the Executive Director, Commission and Department Heads.
- Negotiates settlement of all claims, assists with resolution of labor and employment issues, manages outside counsel.
- Provides advice and counsel to Commission on board matters.
- Performs any other duties as may be assigned by the Executive Director, Deputy Executive Director and/or the Commission.

### **Worker Characteristics:**

- Knowledge of civil service laws, rules, policies and procedures and provision of collective supervisory principles/techniques; public relations; collective bargaining; budgeting.
- Ability to collect data, establish facts and draw valid conclusions, prepare case evidence and documentation; use research methods in gathering data;
- Handle sensitive inquiries from and contacts with complainant, respondents, witnesses, alleged violators, government officials and co-workers.
- Maintain confidentiality of sensitive records.

**Minimum Qualifications:**

- Juris Doctor (JD) degree from an American Bar Association accredited law school.
- Licensed to practice law in the State of Ohio.
- Minimum of ten (10) years of experience directly related to the duties and responsibilities identified.
- Exceptional interpersonal, oral, and written communication skills required.
- Previous experience in handling litigation required.
- Valid State of Ohio driver's license required.

**Application Process:**

Those interested may obtain a copy of the employment application [HERE](#). Individuals must print the application, fill out using a blue or black pen, and send it along with a cover letter and resume via U. S. mail to:

The Ohio Turnpike & Infrastructure Commission  
Attn: Human Resource Manager  
Reference Code: General Counsel  
682 Prospect Street  
Berea, Ohio 44017

**Applications will be received until position is filled.**

***The Ohio Turnpike & Infrastructure Commission provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.***