



ASSISTANT SUPERINTENDENT'S OFFICE

MISSOURI STATE HIGHWAY PATROL

JOB OPPORTUNITY BULLETIN

JOB ID: 415

TITLE: LEGAL COUNSEL

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DESCRIPTION: This Legal Counsel position is assigned to the Missouri State Highway Patrol's Assistant Superintendent's Office. The official domicile for this position is Jefferson City, Missouri. This position is classified as exempt under the Fair Labor Standards Act. Must relocate within 50 nautical mile radius of General Headquarters in Jefferson City, Missouri with six months of employment.

POSITION SUMMARY: This is a responsible professional position where the employee serves as legal advisor to the Missouri State Highway Patrol. Legal counsel is provided for matters affecting the Patrol and includes (but not limited to) trials and appeals. The employee conducts research and prepares legal opinions, drafts rules and regulations for the Patrol, and counsels and/or advises personnel in relation to their duties as required by Missouri and federal laws. The employee will assist the Patrol in the legal aspects related to implementation of various programs. Work is performed under the direction of the Assistant Superintendent's office and DPS General Counsel.

For a more detailed job description go to:

<http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/HRD/Civilian/CivilianJobDescriptions/salarySchedule.html>.

QUALIFICATIONS: Graduation from accredited law school, must be licensed to practice law in Missouri, and possess at least four years experience in civil and criminal law in both trial and appeals.

SALARY RANGE (Annual): The salary range for this position is \$57,000 to \$75,000.

APPLICATION PROCEDURE: Individuals interested in this position must visit our website at www.mshp.dps.mo.gov to complete and submit an [application](#) prior to the application deadline. Resumes will not be accepted in lieu of the application. Individuals who have previously completed an application must access their profile in the system to re-apply.

Interview boards are tentatively scheduled for the week of November 21, 2016. The tentative start date for this position is within 30 days of the interview.

Some Patrol duties relate to criminal activity. Therefore, employees may be exposed to written material, photographs, and/or verbal language of a sexual nature. The requirements of this position are not intended to create a hostile work environment; however, it is work of an extremely sensitive nature. A copy of the Missouri State Highway Patrol policy on sexual harassment is available upon request.

POSTING DATE: October 14, 2016

CLOSING DATE: Open Until Filled

NOTE: Final selection may be based upon several factors, e.g., results of an oral interview, written examination or exercise, review of past work performance, performance evaluations, and/or candidate's possession of the knowledge, skills, and abilities deemed necessary for successful performance in the job.

Once a job offer has been made, employment with the Missouri State Highway Patrol is contingent upon the successful results of a Patrol administered drug test and favorable background investigation.

EEO STATEMENT: The Missouri State Highway Patrol is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability.

*****MISSOURI STATE HIGHWAY PATROL*****

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