



The Sandoval County Board of County Commissioners is currently seeking a highly qualified professional for the position of COUNTY ATTORNEY. This individual represents the County in all legal matters; Reviews and analyzes complex legal issues related to regulatory compliance, employment law, zoning, tax protests, and financial/taxation issues and recommends appropriate action; Renders legal opinions and represents and/or coordinates with outside counsel to represent the County in administrative or civil proceedings and litigation; Prepares/reviews contracts, ordinances, codes, resolutions, policies and other documents necessary to the operation of county government in compliance with applicable laws and regulations; Confers with, advises and counsels the Board of County Commissioners, the County Manager, Elected Officials and Department Directors; and, Directs, manages, supervises and coordinates Legal Department activities. The County Attorney works cooperatively and directly with the County Manager to support and accomplish the mission of Sandoval County Government.

MINIMUM QUALIFICATIONS: A Juris Doctor from an accredited college or university and demonstrated experience in providing legal counsel and managing legal services for a medium to large size employer. Work history must include prior government and trial experience with knowledge and/or experience in Real Estate, Contracts, Procurement, Human Resources, Zoning, and Rights of Way Easement; working with Regulatory Agencies; and, mediating complex issues. Experience providing legal expertise as it pertains to Native American Law and voting rights; the legislative process / evaluating impacts of proposed legislation; and, in advancing Economic Development initiatives through development of key legal strategies such as renegotiation of contracts, intellectual property protection, dispute resolution and corporate documentation is highly desirable.

REQUIRED LICENSES OR CERTIFICATIONS: Must be licensed by the New Mexico State Bar to practice law in the State of New Mexico. Valid New Mexico Driver's License.

SALARY IS DOQ

Interested applicants must submit a professional resume and a completed Sandoval County Application for Employment. Applications are available on-line at www.sandovalcounty.gov or at the Sandoval County Human Resource Office located at 1500 Idalia Road, Building D, Bernalillo, NM, Monday – Friday between 8am and 5pm. Position will remain open until filled. Sandoval County is an EOE.



**Sandoval County
CERTIFICATION OF VETERAN'S STATUS**

TO RECOGNIZE VETERAN STATUS THIS FORM MUST ACCOMPANY YOUR JOB APPLICATION

The purpose of this form is to allow job applicants the opportunity to identify themselves as veterans and certify their status as a veteran who has an honorable discharge from the military, or to verify that they are a member of the National Guard or Reserve who has successfully completed basic training.

A veteran who has certified/verified their status, AND is determined by Sandoval County Human Resources to meet or exceed the Minimum Qualifications as identified in the position for which the applicant has applied, shall be identified as a qualified veteran on the hiring list. If there are more than four qualified veteran applicants for a position, a minimum of four veterans shall be interviewed.

NAME (Please print): _____	JOB REQ # _____
ADDRESS: _____	PHONE: _____
EMAIL: _____	PHONE; _____
I AM APPLYING FOR (Position Title): _____	

PLEASE COMPLETE THE FOLLOWING:

1. Have you ever served in the United States Military, National Guard or Reserve? YES NO
2. Did you receive an honorable discharge? YES NO
3. Are you a member of the National Guard or Reserve who has successfully Completed basic training? YES NO
4. **Attach a copy of your DD214 or DD215 Form and/or proof of your Active, Guard or Reserve enlistment to certify your veteran status.**

Please ensure your job application clearly indicates your military experience including job duties and/or responsibilities as well as any education/training experience.

Sandoval County does not guarantee that a veteran will be hired for a position for which he/she applies. Veterans will be given an interview pursuant to the conditions stated above for positions for which they meet or exceed the Minimum Qualifications of the position as identified in the Job Posting. Please call Human Resources at (505) 867-7505 if you have any questions.

Signature

Date