**Litigation Attorney Job Description Template**

[Insert company name here] is an established and successful law firm specializing in [insert key areas of focus here]

We’re looking for a Litigation Attorney to represent plaintiffs and defendants in civil lawsuits, manage all phases of the litigation from the investigation, pleadings, and discovery through the pre-trial, trial, settlement, and appeal processes.

### Roles & Responsibilities

Responsibilities include, but are not limited to:

* Provide counsel and legal advice, regarding general energy law issues
* Handle all matters pertaining to ongoing litigation in state courts.
* Draft and submit appeals to governmental agencies
* Manage claims with regulatory bodies in other states from inception to final disposition of the claim
* Research rules and regulations in order to determine whether there are savings opportunities for clients
* Facilitate the advancement of billing adjustments by interacting with public utilities, and government agencies
* Stay current on utility rate cases, electric market updates, and other state regulatory filings.
* Undertake lobbying with relevant government entities to advance advocacy for clients
* Maintain a log of all potential lobbying activities, and file required reports
* Increase internal knowledge of industry developments by providing abstracts of pertinent matters

### About you

* [insert number] years' experience with a combination of law firm and in-house experience preferred
* Strong litigation experience is required
* Adept in Commercial Class Action suits
* Business savvy, financial acumen, and risk sensitivity required
* Interest or experience in public utility/energy/surrounding issues
* Excellent in researching specific legal areas (rather than broad ideas)
* Polished professional, ambassador for legal and regulatory function, with high fluency and comfort with ambiguity and decision-making on incomplete information
* Outstanding communicator (written and oral) with demonstrated people skills
* Excellent analytical and writing skills and an ability to effectively communicate in writing to senior members of the legal, regulatory, and business teams
* Desire to be in an in-house legal advisor
* Candidate comfortable with conducting phone and in-person conversions
* Sound ethical background

### What you’ll get in return

The firm offers a generous benefits package along with compensation based on experience level and client orientation.

* Competitive compensation based on experience
* Medical insurance plan
* Dental insurance plan
* Vision insurance plan
* Contribution to life insurance plan
* 401k profit sharing
* Parking reimbursement
* Social, charity, and wellness events

To apply for the role or have a confidential discussion, contact us on [insert recruiter email address] or [insert recruiter phone number]