



# HUMAN RESOURCE MANAGEMENT DIRECTORATE

Church Folly, Grand Turk, Turks & Caicos Islands. Ph: 649-946-2801, Fax: 649-946-1582

## TURKS & CAICOS ISLANDS GOVERNMENT VACANCY

**JOB TITLE:** Senior Crown Counsel

**MINISTRY:** Ministry of Technology, Innovation & Energy

**DEPARTMENT:** Energy and Utilities

**LOCATION:** Providenciales, TCI

### **JOB SUMMARY:**

The job holder in this position must be able to provide legal advice and guidance to the Turks and Caicos Islands Government specifically the Energy and Utilities Department as it relates to the energy, water, sewage and petroleum sectors. The Crown Counsel must be flexible, adaptable and capable of lending support on regulatory and compliance matters and drafting of legislation when required to do so.

The Crown Counsel will ensure that all companies operating within the Energy, Water, Sewage, and Petroleum sectors comply with all relevant legal and regulatory requirements. The Crown Counsel will also keep TCIG informed of any changes in industry best practices as it relates to regulations that will impact the sector.

### **KEY DUTIES AND RESPONSIBILITIES:**

The job holder must be able to:

- Provide legal and regulatory advice to the Energy and Utilities Department in the areas of energy, water, sewage, and petroleum sectors.
- Draft, review, analyze and negotiate contracts, agreements, and other legal documents to ensure that the TCIG interests are protected.
- Draft and review policies and procedures related to regulatory compliance.
- Conduct legal research on complex legal issues related to regulatory compliance and provide guidance to management on the implications of regulatory changes.
- Ensure that the operations of companies regulated by the Department comply with all relevant legal and regulatory requirements.
- Assist the TCIG with reviewing and issuing relevant licenses and permits.
- Keep the Department informed of any changes in regulations that may impact operations of companies within the sector.
- Interpret and apply laws, regulations, and policies related to energy, water, sewage, and petroleum sectors to ensure that the companies comply with them.
- Conduct or assist in civil litigation by and against the government, including preparatory work and appearing as an advocate in civil proceedings before the various courts and tribunal in the Turks and Caicos Islands.





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- Provide training to employees on regulatory compliance and related issues.
- Adhere to all Public Service codes, rules and regulations.
- Perform any other duties as may be assigned by the Energy and Utilities Commissioner.

## **MINIMUM QUALIFICATIONS & EXPERIENCE:**

- This position requires a Bachelor of Laws or its equivalent.
- In addition to a Bachelor of Laws the position requires that the job holder possess a Legal Profession Certificate or its equivalent. The job holder must be qualified for admission and eligible to practice in a Commonwealth Law Jurisdiction or the Republic of Ireland.
- The job holder must have experience in Civil and Commercial litigation as well as in commercial and contract negotiations and documentation, which may include pre-qualification experience. Experience in both private practice and Public Service would be an advantage.
- The job holder must have a minimum of 5 years of experience in regulatory compliance for the energy, water, sewage, or petroleum sectors preferably with a law firm or regulatory agency.
- Strong knowledge of regulations related to energy, water, sewage, and petroleum sectors within the Turks and Caicos Islands.
- Familiarity with environmental laws and regulations related to energy, water, sewage, and petroleum sectors is desirable.

## **SALARY: Grade 9.1 - \$75,363.00 per annum**

For persons recruited outside of the Turks & Caicos Islands a two-year extendable contract is offered. Other benefits in addition to basic salary include a Housing Allowance, End-of contract gratuity of 6%, return passages for a family of up to two children under the age of 18 years, freight cost and duty exemption on personal effects imported within six months of the appointment.

## **APPLICATION PROCEDURE:**





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Resumes with current contact information must be accompanied by a Cover Letter and two letters of reference (one preferably from a former employer) as well as copies of educational certificates and a copy of the Passport photo page, National Turks & Caicos Islander Status Card (where applicable). Shortlisted candidates must submit a Police Certificate.

**Current serving officers must apply through their Head of Department.**

**Applications without all supporting documents will not be processed.**

***We thank all applicants for their interest, however, only persons selected for an interview will be contacted.***

