**Senior Attorney**

Hiring Salary: $75,000.00 per year

**Closing Date:** Until Filled

**About Us**

The Division of Rehabilitation and Liquidation (Division) is one of 13 divisions within the Florida Department of Financial Services. It serves as the Receiver of insurance companies that are placed in receivership, primarily for purposes of rehabilitation or liquidation. Under an order of rehabilitation, the Receiver seeks to remedy the problems that resulted in the company being placed into rehabilitation. In liquidation, the Receiver collects all assets of the company and ultimately distributes the available assets to claimants under a statutory prioritization. In both instances, the Receiver is responsible for conducting business on behalf of the company that has been placed in receivership. This process entails providing an array of services which include Accounting, Asset Recovery, Claims, Legal, Information Technology, Administrative Services and Estate Management functions.

**Position Summary:**

This position performs complex legal work representing the Division in legal matters related to the rehabilitation and liquidation of insolvent insurance companies in Florida. The duties and responsibilities of this position include the following:

* Provides legal counsel to the Division regarding insolvent insurance companies that are placed in receivership.
* Interprets state and federal legislation, laws, and rules to advise the Division and prepare legal opinions involving statute and rule interpretation.
* Conducts legal research, investigation, and trial preparation for cases involving receivership legal matters.
* Prepares and files motions, briefs, pleadings, and other court documents involving administrative, civil, or equity litigation, and appeals.
* Attends hearings in the Second Judicial Circuit Court, Leon County and participates in evidentiary hearings with agency and expert witnesses.
* Presents arguments to the court, both in adversary and non-adversary hearings.
* Attends depositions and provides deposition summaries are required by the Chief Attorney.
* Serves as a Contract Manager for legal services by procuring professional services from outside counsel, coordinating cases involving receivership matters, reviewing work products from outside counsel, monitoring the quality of service, and validating invoices for work performed.
* Analyzes and prepares contracts, memorandum of understandings, service agreements, releases, and other legal documents to determine the rights and liabilities of the Division and insolvent insurers.
* Travels to companies to perform legal functions for the receivership process.

**Salary Range:**

The hiring salary for this position is $75,000.00 per year.

**Minimum Qualifications:**

* Juris Doctor from an accredited college of law, member of the Florida Bar and four years of experience in the practice of law, or
* Two years of experience as an Attorney with the Department.

**Preferences:**

Preference may be given to applicants with experience in one or more of the following areas:

* Experience in Insurance Law
* Experience in Receivership or Bankruptcy
* Experience in Litigation with a circuit court or district court of appeal

**Employment Requirements:**

* In compliance with federal law, individuals selected for hire will be required to confirm their identity and eligibility to work in the United States.
* In accordance with Florida Statutes 110.1128, the Division must verify male applicants have registered with the Selective Service System or have proof of registration exemption to be eligible for employment or promotion with the Division.  If registration or exemption cannot be verified, male applicants are not eligible for hire. If currently employed by the Division, this law prohibits the promotion of such person. This requirement also applies to any male who has legally or illegally entered the United States. To check the status of your registration, obtain proof of exemption, review requirements for transgender people, or for general information about the Selective Service System, please visit [www.sss.gov](http://www.sss.gov).

**Why Join Our Team?**

The vision of the Receiver is to be a recognized and respected leader in the efficient administration of insurance receiverships. To accomplish this goal, the Receiver is comprised of a talented workforce that is dedicated to providing quality service that maximizes value for the public. Joining our team will provide the opportunity to experience the following benefits:

* A welcoming and open environment that fosters a sense of belonging, purpose and innovation.
* Meaningful and challenging work that improves the quality of life for the citizens of Florida.
* Shared values of service, teamwork, excellence, accountability, diversity, innovation and integrity.
* A comprehensive benefit package that includes medical, dental, vision, life and other supplemental insurances, retirement and flexible spending accounts, front-loaded paid time off, and more.
* A culture that supports flexible work schedules, community service and the recognition of employee contributions.
* A commitment to training and development through continuous education and collaboration.

For more information, please visit our website at <http://www.myfloridacfo.com/division/receiver/>.

**How to Apply:**

Resumes can be submitted through one of the below methods. The information must be received by the position’s closing date and time.

* **Email:** [rehab.hr@myfloridacfo.com](mailto:rehab.hr@myfloridacfo.com). Please include the position title in the email subject line.
* **Mail or Hand Delivery:** 325 John Knox Road, Atrium Building, Suite 101, Tallahassee, Florida 32303.
* If you require an accommodation to participate in the application process due to a disability, please call (850) 413-4546 for assistance.

**Equal Opportunity Employer**