



Associate Counsel II – Office of Inspector General Laurel, Maryland

WSSC Water, one of the nation’s largest water and resource recovery utilities in the nation, seeks an **Associate Counsel II** to serve as the principal legal advisor to the Inspector General. Specifically, the Associate Counsel II **provides legal counsel, services, and policy advice to the Inspector General (IG) and the Office of Inspector General (OIG) auditors, investigator, and other staff.**

Key Responsibilities:

- Supervises legal advice and legal research within the OIG Office of Audit and Investigations
- Conducts legal research and prepares memoranda on issues of conflicts of interest, employee misconduct, procurement, ethics, fraud, waste, abuse and mismanagement, the Freedom of Information Act, Privacy Act, and other information and records access requests, and the legal sufficiency of audit and investigative findings and recommendations
- Conducts evidentiary evaluations and provide advice to staff to ensure that cases deemed prosecutable are identified, developed and prepared in compliance with applicable Maryland and/or Federal laws and regulations, and to ensure the adequacy of the audit, investigative, inspections, or evaluations record
- Evaluates existing and proposed legislation and regulations to determine the impact of such measures on the economy and efficiency of OIG operations, fraudulent practices, and employee misconduct

- Prepares and reviews subpoenas, affidavits, reports, responses and other legal documents
- Serve as the primary liaison between OIG and the WSSC Water General Counsel Office (GCO), Maryland State Attorney Offices, the United States Attorney's Office, and other entities, internally and externally, on issues of law, regulation, policy and procedure
- Serves as the OIG ethics counselor, legislative, and media liaison
- Reviews and edits legal reports and correspondence issued by the IG, to include input regarding substance and presentation of documents
- Analyzes legal issues that affect conclusions in major management audits. Such issues typically involve interpretation and application of complex Maryland and/or Federal statutes, and substantive and procedural WSSC Water regulations, including procurement, personnel, and administrative law. Answers require interpretation of opinions rendered by Maryland courts, Federal courts, WSSC Water's General Counsel Office (GCO), and other legal authorities
- Interacts and communicates with WSSC Water officials to assist in resolving audit and investigative recommendations
- Participates in formulating policy recommendations in the audit and investigations areas
- Provides specialized training to OIG professionals on the elements of criminal offenses, the collection, evaluation and preservation of evidence necessary for successful prosecution, and the substantive and procedural rules which govern the conduct of criminal investigations
- Assists in developing, structuring and directing OIG fraud investigations relating to WSSC Water contracts. These investigations typically involve the disposition of substantial sums of money
- Assesses information developed during OIG investigations to determine whether there is reasonable cause to believe there has been a violation of Maryland and/or Federal law, i.e., whether the evidence is legally sufficient to warrant referral to the

Maryland State's Attorney, United States Department of Justice, or other authorities for further investigation, criminal prosecution, or civil redress

- Reviews, evaluates, and recommends an IG position on completed investigative reports before transmission to top WSSC Water officials
- Assists in follow-up action by maintaining a close and continuing relationship with parties to whom criminal matters have been referred, including senior officials of the Maryland State Attorney's Office, United States Attorneys, and the Federal Bureau of Investigation
- Assists other government attorneys in actual prosecutions, litigation, and administrative enforcement actions involving major OIG cases

Minimally, an Associate Counsel II, will have:

- **Law degree** from an accredited law school
- **6+ years professional legal experience**
- **Admission to the Maryland Bar with admission to the Bars of the Federal and Appellate Courts**
- Extensive knowledge of Maryland and Federal criminal laws, local and Maryland Rules of Civil and Criminal Procedure, Federal Rules of Civil and Criminal Procedure, Maryland Administrative Law, the rules of evidence and search and seizure, methods and patterns of criminal operations, and Maryland and Federal appellate procedure
- Knowledge of generally accepted government auditing standards (GAGAS), accounting, investigative and procurement principles, techniques, methodology and procedures
- Knowledge of statutes and regulations authorizing OIG action as well as in-depth knowledge of the relevant case law
- Knowledge of research strategies and techniques sufficient to research legal issues where no clearly applicable precedents are available

Ideally, an Associate Counsel II within the Office of the Inspector General will also possess Association of Certified Fraud Examiners (**ACFE**) and/or Certified Fraud Examiner (**CFE**) certifications.

To learn more about WSSC Water, please visit www.wsscwater.com. If you are interested in applying for this opportunity, please visit our Careers page at <https://wsscwater.peopleadmin.com/>.

Other Information:

Salary Range: \$103,905 - \$158,617

Position is Open Until Filled

EOE M/V/D