

STATE OF OHIO (DAS)
CLASSIFICATION
SPECIFICATION

CLASSIFICATION SERIES:

Control Bid Attorney

SERIES NO.:

6393

MAJOR AGENCIES:

Commerce only

EFFECTIVE DATE:

03/07/2004

SERIES PURPOSE:

The purpose of the control bid attorney occupation is to investigate & report upon all matters relating to control-bids & related matters & to represent the division in regulatory matters arising under the Ohio control-bid law.

Note: This class reserved for use by the Department of Commerce only.

CLASS TITLE:

Control Bid Attorney

CLASS NUMBER:

63931

EFFECTIVE DATE:

03/07/2004

CLASS CONCEPT:

The full performance level class works under general direction & requires thorough knowledge of Ohio & interstate case law dealing with takeovers, control share acquisitions, insider trading, squeeze-outs & other related corporate control issues in order to investigate & report upon all matters relating to control bids & related matters & represent division of securities in regulatory & legal matters arising under Ohio control-bid law.

CLASS TITLE: Control Bid Attorney	CLASS NUMBER: 63931	BARGAINING UNIT: EX
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EFFECTIVE DATE:
03/07/2004

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Investigates & reports upon all matters relating to control-bids & related matters & represents securities division in regulatory & legal matters arising under Ohio control-bid law.

Serves as liaison with Securities & Exchange Commission, other state governments, securities regulatory organizations, state agencies, legislative & general public regarding control-bids & take-over matters; provides advice to commissioner; writes internal or public research & policy memorandums (e.g., policy statements, opinions, rules & adjudications); drafts or comments upon legislation & model legislation & maintains liaison with association engaged in drafting model legislation; serves as hearing officer in control- bid adjudications; presides over hearings under Section 119, Ohio Revised Code.

Provides legal advice & services to other sections of agency (e.g., enforcement, licensing & registration); performs general legal duties.

MAJOR WORKER CHARACTERISTICS:

Knowledge of law (i.e., procedural & substantive); legal research methods; legal writing; financial & legal aspects of corporate structures, organizations & federal Williams Act & other federal laws concerning acquisitions, proxy solicitations & regulation of "insider trading"; Ohio & interstate law dealing with takeovers, control share acquisitions, insider trading, squeeze-outs & other corporate control issues. Ability to deal with large numbers of variables & arrive at course of action; analyze complex financial statements & related accounting reports, labor & other contracts & economic impact of takeover; act as hearing officer & analyze large number of pages of transcripts & exhibits & prepare timely report; organize & interpret large variety of facts & legal issues; handle sensitive contacts with government officials, adverse parties & general public.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Admission to Ohio Bar pursuant to Section 4705.01 of Revised Code; 36 mos. exp. as a licensed attorney with at least 12 mos. securities-related exp. or 12 mos. of litigation-related exp.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Completion of 24 credit hours of continuing legal education from accredited programs for applicable two-year reporting period pursuant to Rule X of Rules of Government of Bar of Ohio. Current certificate of registration pursuant to Rule VII of Rules of Government of Bar of Ohio.

UNUSUAL WORKING CONDITIONS:

May require overnight & out-of-state travel; requires flexible working hours; may require excessive hours concentrated in limited time spans to meet deadlines.