

The Competition and Consumer Protection Commission (CCPC).

**Candidate Information Booklet** 

Job Title: Senior Legal Advisor

Grade: Assistant Principal (AP)

Closing date: 3.00pm, Thursday, 29th May



### **General Information:**

Job.	Title:	Senior Legal	Advisor
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Grade: Assistant Principal (AP)

Starting Salary: \*<u>€€80,668</u>

 ${}^{*}$ Point of entry on this salary scale may differ from the minimum point of the scale if the

successful candidate is a current public or civil servant.

**Employing Authority:** Competition and Consumer Protection Commission (CCPC)

Office Location: Bloom House, Railway Street, Dublin 1, D01 C576

Working Hours: 35 hours per week

Hybrid / Agile / Remote

Working:

You will be required to attend the office at least 40% of your time and can avail of remote working up to 60% of your time, this is subject to

business requirements.

The CCPC generally operates on a fully remote basis during the month of August and fully remote over the Christmas period. This arrangement

is subject to business requirements.

Closing Date: 3.00pm, Thursday, 29th May

Annual Leave: 30 days

**Tenure:** Wholetime, Permanent

## The Competition and Consumer Protection Commission (CCPC):

The Competition and Consumer Protection Commission ("CCPC") is the statutory body responsible for enforcing competition and consumer protection law in Ireland. The CCPC's broad mandate, covering all sectors of the economy, gives it a vital role in ensuring that markets work better for consumers.

We are governed by an Executive Chairperson and three Commission Members ("the Commission"). The Commission is responsible for the strategic and operational management of the organisation to deliver on our mission and meet our regulatory objectives.

Each Division of the CCPC is overseen by a Member of the Commission, led by a Divisional Director and managed by a senior management team from within the Division. We are staffed with people from a wide range of technical backgrounds, including economists, lawyers, digital forensic specialists, investigators, communications professionals and more.

You can read our <u>strategy statement</u> which outlines the vision, mission, values and goals of the CCPC. Further information on the work of the CCPC to be found at www.ccpc.ie.

### **Equal Opportunities**

The CCPC is an equal opportunities employer. We are committed to championing an inclusive and diverse workforce that reflects modern Ireland and the people we serve. We strive to create a culture where everyone has equal access to opportunity and feels comfortable and confident to be themselves at work. Reasonable Accommodations will be provided, if required, during this process. To discuss and request reasonable accommodations in confidence please contact <a href="mailto:ccpccareers@cpl.ie">ccpccareers@cpl.ie</a>

#### **Division Overview**

The CCPC has two in-house legal divisions: (i) the Competition Legal Division, led by the Director of Competition Legal Division; and (ii) the Legal, Consumer and Corporate Division, led by the General Counsel & Director of Legal, Consumer and Corporate Division.

The two available roles are in the Competition Legal Division, which comprises a specialised legal team with responsibility for advising the CCPC on all matters relating to mergers and competition, including administrative and criminal competition enforcement. In addition to the Director, the Competition Legal Division consists of two Deputy Directors, Senior Legal Advisors and Legal Advisors. The two key areas of focus of the Competition Legal Division are (1) merger control and (2) competition enforcement and the Deputy Directors and the Senior Legal Advisors in the Competition Legal Division are generally assigned to one of these two areas of focus. However depending on business needs of the Division, there can be scope to work across both areas of the Competition Legal Division.

Where appropriate, the Competition Legal Division engages external barristers and solicitors to advise on a variety of legal matters.

#### The Role:

The CCPC is seeking to recruit two Senior Legal Advisors to work in the Competition Legal Division. This is an exciting opportunity for competition/regulatory lawyers to be at the forefront of the competition regulatory landscape in Ireland and to make a significant contribution to the delivery of legal services in a dynamic organisation with a wide range of enforcement and regulatory powers.

The Senior Legal Advisors will be primarily focused on providing high-quality, solution-focused legal advice and support on all aspects of the CCPC's competition law functions in a challenging regulatory and enforcement environment. The role requires the provision of strategic advice on complex legal matters and the ability to meet ambitious targets and strict statutory deadlines. A key requirement for the position is the ability to anticipate and identify legal issues of wider strategic importance and put in place plans to proactively deal with them.

### The Successful Candidate:

The successful candidates will be self-driven and results-oriented with experience of providing strategic advice on complex legal matters. You will have excellent analytical, technical and drafting skills and an ability to provide practical and solution-focused advice. A key requirement of the role is the ability to use initiative while also working as part of a team with a strong growth mind-set. Given the dynamic nature of merger review and competition law enforcement, a proven ability to adapt and work within strict deadlines is also required by the successful candidate.

In addition to the immediate appointment from this campaign, an order of merit may be established. This may be used to fill any future vacancies at the same level within this or other Divisions of the CCPC where roles have similar responsibilities and/or similar skills are required.

# **Key Responsibilities:**

- Provide high quality, clear and timely legal advice on aspects of the CCPC's competition law functions.
- Lead and/or manage legal proceedings concerning the CCPC's competition law functions.
- Lead and manage the performance and development of junior lawyers within the Competition Legal Division.
- Manage external service providers (e.g. external solicitors and barristers).
- Liaise and maintain effective and professional working relationships with other Divisions of the CCPC and external parties, including external legal counsel, government officials, other enforcement agencies and the European Commission.
- Represent the CCPC at both national and international level at meetings and conferences when required.
- Proactively identify areas of legislative reform to assist in the performance of the CCPC's competition law functions and oversee the drafting of proposals or recommendations to Government Departments in relation to same.

### **Essential:**

- Candidates must have been:
  - Called to the Bar in the State and entered on the Roll of Practising Barristers maintained by the LSRA;
  - Have been admitted and are currently enrolled as a solicitor in the State; or
  - o Hold a professional qualification in law which may be an accepted equivalent.
- Candidates must have at least two years' relevant post-qualification work experience either in a law firm, as a practising barrister, as in-house counsel, as a legal advisor in the civil/public service or within a regulator with a similar remit to the CCPC.
- Professional knowledge and experience in any of the following areas: public or administrative law, dispute resolution, litigation, regulatory investigations, European Law.
- Strong written and oral communication skills.
- Ability to provide clear, focused and practical legal advice.
- Highly developed organisational and administrative skills.
- Oral and written fluency in the English language.

#### Desirable:

- Relevant qualifications and/or experience in law above the essential requirements.
- Experience in competition law or merger control.
- Experience of successfully working across multiple legal disciplines.
- Experience in managing people.

# **Application Process:**

To apply for this role using the link on the CCPC <u>careers page</u>, please submit an up-to-date CV which highlights how you meet the requirements of the role. Applicants should note that canvassing will result in your exclusion from the process.

# **Shortlisting:**

Shortlisting of candidates will be based on the information provided in their application. In order to satisfy the shortlisting panel, you need to clearly highlight within your application how your skills and experience meet the essential criteria. If this is not clearly displayed, it may prevent your application progressing to the shortlisting stage.

#### **Interview Process:**

There will be two interviews for this role that are likely to take place at the end of June 2025. During the first-round interview, the CCPC will conduct competency style interviews based on the Assistant Principal competencies below:

- 1) Leadership
- 2) Analysis and Decision Making
- 3) Management and Delivery of Results
- 4) Interpersonal and Communication Skills
- 5) Drive and Commitment
- 6) Specialist Knowledge, Expertise and Self Development

Full details of these competencies can be found on the <u>CCPC careers page</u> under FAQ.

The second-round interview will involve an assessment using practical methods such as presentation skills, writing assignments or role play.

To find out more about what it is like to work in the CCPC, FAQ's, terms and conditions and the benefits on offer, please visit our <u>CCPC careers page</u>