

**Assistant City Attorney
Contracts & Utilities Section, Civil Division
Seattle City Attorney's Office**

Salary: \$106,000 – \$117,000 DOE + excellent benefits

The Seattle City Attorney's Office is seeking qualified candidates for an Assistant City Attorney position in the Contracts & Utilities Section of the Civil Division. The Section is responsible for providing legal services at all stages of contract formulation, implementation, and enforcement for all City departments, including negotiation, drafting, administration and litigation. This position will perform specialized attorney tasks critical to providing legal services for the City.

Job Responsibilities:

- Review, draft and negotiate contracts on a variety of projects that may include real estate transactions, insurance, public works construction, municipal finance, and procurement of goods and services;
- Litigate contract, real property and procurement disputes in state and federal courts, including condemnation on behalf of the City;
- Draft/review legislation;
- Provide legal counsel to City departments.

Qualifications:

The ideal candidate for this position is an attorney with a minimum of three years of experience in one or more of the following areas: contracts, construction, public works construction, construction defect (claims, defense and enforcement including ADA or similar accessibility law), real property (including condemnation), municipal finance (including bond issuance and local improvement districts), software and information technology contracts, utility law, and commercial litigation. Must have demonstrated the ability to handle complex assignments in a lead role, work independently, have excellent research, writing, communication and interpersonal skills, handle a variety of tasks simultaneously, and be a member of the Washington State Bar in good standing. Licensed attorneys from other jurisdictions may also be considered if Washington State Bar membership is pending or can be obtained within six months of hiring.

To apply, visit <https://www.governmentjobs.com/careers/seattle>