

## **CITY ATTORNEY**

The City of Warren is accepting applications for the position of City Attorney. The City Attorney is the chief legal officer of the City of Warren responsible for a wide variety of complex legal matters affecting the city.

The City Attorney is the supervisory and administrative head of the City's law department responsible for the day to day operational management of the department, including preparation and administration of the departmental budget, maintaining an efficient and productive work flow in the department, and insuring that the legal interests of the city are well protected and in good order.

### **Preferred Qualifications:**

- Considerable knowledge of state and federal law and its practical application in a variety of specialties of municipal law, including contract law, real estate law, and other typical municipal matters, as well as considerable skill, experience and proficiency in presentation and arguments of civil and criminal trial cases.
- Extensive experience in State of Michigan municipal law, including state and federal trial practice, appellate practice and representation before administrative tribunals, and experience as former jurist, or city attorney of large Michigan municipality.

### **Requirements:**

- Juris Doctorate in Law and be actively licensed and authorized to practice law in the State of Michigan.
- Admitted to practice in all state courts, and in the federal district and circuit courts having jurisdiction over claims involving the City.
- Valid license to operate a motor vehicle in the State of Michigan. License must meet City's standards for insurability.

**Pay rate:** \$80,000/year - \$115,000/year (Depending on Qualifications)  
Excellent benefit package includes health, dental and life insurance, paid vacation and sick time.

### **To apply:**

**Please, submit your resume, along with proof of your education, to our office in person, by mail, by email or by fax.**

**Address:** Warren City Hall-Human Resources #410  
One City Square, Warren, MI 48093  
Office is open weekdays 8:30 a.m.-5:00 p.m.

**Fax:** 586-574-0770.

Email: [bdallas@cityofwarren.org](mailto:bdallas@cityofwarren.org)

**Deadline:** Applications accepted until position filled.

**EQUAL OPPORTUNITY EMPLOYER**

If you have any questions, please call our office at 586-574-4670.