



400 South Federal Highway
Hallandale Beach, FL 33009
Phone: (954) 457-1345
Fax: (954) 457-1494

CITY ATTORNEY

SALARY RANGE: Negotiable/Depending on Qualifications

OPENING DATE: December 8, 2016

CLOSING DATE: December 19, 2016

The City of Hallandale Beach, Florida, is currently recruiting for a City Attorney, or a firm, who will provide day to day advice, counsel and legal services to the City Commission, City Boards, City Manager, and all City departments.

Hallandale Beach is a coastal beach community, centrally located between Fort Lauderdale and Miami, in Broward County. There are approximately 40,000 residents. The City is a unique blend of residential and commercial properties with a multitude of local businesses, financial service establishments, and two pari-mutuel facilities (Mardi Grass Casino and Gulfstream Park). Hallandale Beach is a full service City and offers building and zoning, cemetery, code enforcement, planning and development, police and fire services, parks and recreation, public works, solid and yard waste collection, water and storm water. It also has two Safe Neighborhood Districts, a Community Redevelopment Agency district, as well as contracts with private companies for minibus services, landfill disposal, and processing wastewater.

The City Attorney prepares ordinances and resolutions, drafts and reviews contracts, and ensures that the City is represented in all legal proceedings and, if necessary retains and supervises outside counsel. The City Attorney's Office is responsible for civil litigation both in trial and on appeal in the State and Federal Courts, in among other things, tort liability defense, employment, land use, constitutional law, and forfeitures. The City Attorney also serves as the City's advocate in Arbitration proceedings, and Administrative Tribunals, and serves as Municipal Prosecutor. The City Attorney quickly solves problems and overcomes obstacles to advance the success of the City by concentrating in the practical day to day hands on to meet deadlines, work within established budgets, create, formulate, communicate and implement strategies and objectives with proactive follow through to ensure success.

MINIMUM REQUIREMENTS:

- (A) Graduation from an accredited law school with a Juris Doctor degree in law;
- (B) Five (5) Years of experience as a practicing attorney, with governmental law and litigation experience preferred;
- (C) Member in good standing of the Florida Bar Association; admission to practice in State Court and Federal Court, Southern District;
- (D) A valid driver's license with a satisfactory driving record.

Formal screening of applicants will begin as the resumes arrive; finalists selected on December 21st. Interviews will be held on January 4th, the City Attorney chosen on January 4th. It is anticipated that the new City Attorney will begin work on or after January 19th, depending on the individual's availability.



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The City of Hallandale Beach is an Equal Opportunity Employer and encourages women, minorities and veterans to apply. Under the Florida Public Records Act, all applications are subject to disclosure upon receipt. A veteran's preference will be awarded if applicable under Florida law.

To apply: submit online application via www.hallandalebeachfl.gov, send cover letter, resume, and/or proposal to:

City of Hallandale Beach
Human Resources Department
400 South Federal Highway
Hallandale Beach, FL 33009
Attn: Radu Dodea, Assistant Human Resources Director

For additional information about the City of Hallandale Beach, visit: <http://www.hallandalebeachfl.gov>, and <http://hallandalebeachchamber.com>