



The County of San Bernardino  
invites application for the position of

**County Counsel General Advisory Attorney\***  
Job Number: 16-04105-01

**SALARY**

\$49.80 - \$68.68 Hourly    \$8,632.00 - \$11,904.53 Monthly    \$103,584.00 - \$142,854.40 Annually

**APPLY BY:** 02/26/16 05:00 PM

Applicants are encouraged to apply online: <http://www.sbcounty.gov/hr>

**THE POSITION**

**The County Counsel's Office** is recruiting for a **General Advisory Attorney\***

This opportunity offers highly competitive benefits which include:

**Retirement Benefits**

- Generous County Pension ([www.sbcera.org](http://www.sbcera.org))
- Vested after 5 years
- Eligible to participate in **401(k)** Defined Contribution Plan with County contribution of two (2) times employee contribution up to 8% of base salary **(up to \$10,506)**
- Eligible to participate in **457(b)** Deferred Compensation Plan with County contribution of .5% times employee contribution up to .5% of base salary **(up to \$1,313 annually)**
- County contributes up to 2.75% of base salary to the Retirement Medical Trust Fund **(up to \$3,612 annually)**
- **Retirement Reciprocity** with CalPERS, CalSTRS, and 1937 Act plans
- No deduction for Social Security

**Medical benefits**

- Health and dental insurance provided for employee and eligible dependents
- Medical and dental premium subsidies to offset the cost of insurance premium - **(up to \$12,795 annually)**
- Employer paid vision coverage for employee and eligible dependents
- Eligible to participate in Flexible Spending Account with County match **(up to \$1,040 annually)**

**Paid time off**

- Vacation Leave up to four (4) weeks annually with **cash-out option**
- Administrative Leave 80 hours annually
- Sick Leave 12 days annually with **unlimited accrual**
- 14 Paid Holidays annually
- 16 hours Perfect Attendance Leave

**Miscellaneous Benefits**

- \$1,000 tuition reimbursement annually
- Health club membership up to \$324 annually
- Employer-paid term life insurance - \$50,000
- Variable group universal life insurance with County contribution of 25% of one (1) time annual base salary
- Long Term Disability 60% up to \$10,000 per month
- Short Term Disability 55% up to \$1,533 per week
- **Relocation assistance available**

**\*Official Title: County Counsel Deputy IV**

**County Counsel Deputies** practice in a variety of civil law areas and assignments which may include: eminent domain; public entity liability; environmental/land use; workers compensation; taxation; juvenile, guardianship and conservatorship; appeals; arbitration/mediation; contract; business; transactional; employment; civil rights; torts; personal injury; real estate and construction and administrative law proceedings.

Duties include drafting ordinances; preparing contracts; drafting, analyzing and interpreting legislation; researching and writing legal opinions; and advising boards, departments, special districts, school districts and commissions.

The current vacancies are in the **General Public Law Advisory and Contracting/Procurement Law areas.**

**\*Note:** The resulting eligibility list may be used to fill vacancies in the County Counsel's Office as they occur.

For more detailed information, refer to the [Deputy County Counsel IV](#) job description

**CONDITIONS OF EMPLOYMENT**

Applicants must pass a background investigation, including fingerprinting, prior to appointment.

**MINIMUM REQUIREMENTS**

**Experience:** Four (4) years of civil law experience as an attorney.

**AND**

**License:** Active membership and in good standing with the State Bar of California.

**DESIRED QUALIFICATIONS**

Experience as an Attorney in the areas of General Public Law Advisory and Contracting/Procurement Law is highly desirable.

**SELECTION PROCESS**

There will be a **competitive evaluation** of qualifications based on a review of the Application and Supplemental Questionnaire. It is to your advantage to be explicit in your responses as **resumes will not be accepted in lieu of the application materials.**

*The Human Resources Department reserves the right to modify the examination process in accordance with the Personnel Rules and accepted selection practices.*

---

Applications may be obtained and filed online at: <http://www.sbcounty.gov/hr>

(909) 387-8304 • TTY Users: 711

157 West Fifth Street, 1st Floor, San Bernardino, CA 92415

An Equal Employment Opportunity and ADA Compliant Employer

**Issue Date:** 2/6/16 LC