POSITION: Employment attorney in Airport Division of the Los Angeles City Attorney’s Office.

SECTION: The twenty attorneys at the Airport Division act as legal counsel to the Department of Airports (“LAWA”) and the Board of Airport Commissioners (“BOAC”) relating to the three airports owned and operated by the City of Los Angeles. Attorneys in the Division handle representation of LAWA in a wide range of areas, including lawsuits in state and federal courts, and appearances before various administrative bodies such as the Civil Services Commission and the United States and California Departments of Transportation.

Attorneys in the Division also prepare many types of documents, including contracts, leases, permits, licenses, reports, and concession agreements. In addition, a significant responsibility of the attorneys is serving as general counsel for LAWA, providing advice to various levels of Airport management regarding a broad range of issues including, but not limited to, eminent domain, inverse condemnation, bankruptcy, municipal financing, land use, landlord-tenant, insurance and risk management, nuisance, First Amendment issues, noise regulations, engineering, construction, federal regulations, labor law, police matters, the City Charter, Administrative and Municipal codes, conflict of interest, ethics, Public Records Act, the Brown Act and environmental law.

The LAWA Division is located at Los Angeles International Airport, 1 World Way, Room 104, Los Angeles.

DUTIES AND RESPONSIBILITIES: The selected attorney’s primary responsibilities will be to handle employment matters for both civilian and sworn employees of LAWA. Additional responsibilities may include civil litigation, the negotiation and drafting of leases and other transactional documents, and provision of advice to LAWA and its Board.
QUALIFICATIONS: Applicants for this position should have at least two years of experience in transactional, civil practice, or equivalent areas. Must have license to practice law in all of the courts in the State of California.

Additional desired considerations include:
1) Strong written and oral communication skills;
2) Ability to work effectively in a fast paced, complex operational and legal environment with a business orientation;
3) Ability to quickly analyze and advise on complex issues that may involve a significant fiscal component;
4) Strong detail orientation;
5) Employment, public safety or risk management experience; and,
6) Litigation experience.

Training is available for candidates with strong skills but no airport experience.

WRITING SAMPLE: Candidates are required to submit a recent writing sample personally authored by them. The writing sample may be either a recent brief, report or writing research memo.

PROBATION: Appointment to this exempt position (non-Civil-Service) will be subject to a two-year probationary period as required by Section 1050 of the City Charter. Successful completion of the two-year probationary period will result in tenure with the Office.

APPLICATION AND DEADLINE: Attorneys interested in applying should submit their resume, and cover letter specifying “DCA – LAWA – EMPLOYMENT LAW (YOUR BAR NUMBER)” in ONE (1) pdf file via email only to atty.recruit@lacity.org.

Position announcement will remain open until position is filled.

A selected pool of applicants will be invited to interview with the Office.

CONFLICT OF INTEREST: This position is designated Category 16 on Schedule B of the Conflict of Interest Code.

AS A COVERED ENTITY UNDER TITLE II OF THE AMERICANS WITH DISABILITIES ACT, THE CITY OF LOS ANGELES DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY AND, UPON REQUEST, WILL PROVIDE REASONABLE ACCOMMODATION TO ENSURE EQUAL ACCESS TO ITS PROGRAMS, SERVICES AND ACTIVITIES. TO REQUEST A REASONABLE ACCOMMODATION, PLEASE CALL (213) 978-7160.