



THE CITY OF BRIDGEPORT, CT

The City of Bridgeport, CT is now accepting submissions for the position of

Associate City Attorney

SALARY: \$88,891 - \$133,543 (effective 1/1/16) – Starting salary is commensurate with experience, and will be determined by the City Attorney and Director of Labor Relations. This position includes a comprehensive benefits package including a Retirement Pension administered by MERS (Municipal Employees Retirement System).

TO APPLY: Please mail, deliver or email the supplied Civil Service application, resume, cover letter and three (3) recent professional letters of reference to the Civil Service Commission office, Room 106, 45 Lyon Terrace, Bridgeport, CT 06604. You can email required documents to COB.Jobs@bridgeportct.gov.

Resumes must be submitted or postmarked no later than Tuesday, December 22, 2015. The City Attorney as hiring authority reserves sole and exclusive discretion to accept later filed applications/resumes.

A variety of legal skills, experience, and abilities are sought for this advertised position, with the allocation for each to be determined as appropriate based upon the combinations of qualifications exhibited by the responding candidates. Strong legal research and writing ability is essential, and experience with public education and labor/employment law is a plus.

In particular: we are seeking applicants to advise municipal management on general governmental and personnel related matters; to prosecute collection and other legal actions; and to defend lawsuits in the following substantive areas - labor and employment law, 42 USC §1983 actions, wrongful death complaints, excessive use of police force claims, personal injury actions, and general municipal law. These positions also entail defending the City of Bridgeport and its Board of Education ("BOE") before administrative agencies such as the CHRO, EEOC, SBMA and SBLR, as well representation of the City and the BOE in a variety of state and federal court proceedings.

REQUIREMENTS:

- Graduation from an accredited law school with a degree in law.
- A minimum of three (3) years experience as an attorney is required for this position.
- Admission to practice law in the state of Connecticut.
- Admission to practice law before the U.S. District Court for the District of Connecticut, and U.S. court of Appeals for the Second circuit, or make immediate application thereto.
- Strong analytical, research and writing skills are essential.

- Strong dedication to regularly appearing in State and Federal Court and at contested hearings.
- Experience with labor and employment law and a substantial record of civil trials in state and federal courts is strongly preferred.
- Experience in student expulsion hearings.

This job description is not, nor is to be intended to be, a complete statement of all duties, functions, responsibilities and qualifications which comprise this position.

The City reserves the right to reject any and all candidates and to decline to hire.

For further information and contact:

CIVIL SERVICE COMMISSION

45 LYON TERRACE, room#106

BRIDGEPORT, CT 06604

TELEPHONE: 203-576-7103

An Equal Opportunity Employer MF/AA/DIS

This is the application for the ASSOCIATE CITY ATTORNEY position only.

Do not use this application to apply for any other positions/examinations

To apply for this position, you must submit:

1. An application, found on the following pages of this document
2. A cover letter
3. A resume
4. Three (3) letters of reference.

Print out this form and fill it in, in ink. Do not use pencil. Deliver in person or mail this application to:

Civil Service Commission
City Hall, Room 106
45 Lyon Terrace
Bridgeport, CT 06604

If you mail your application, it must be postmarked from the post office not later than midnight on the application closing date of **Tuesday, December 22, 2014.**

Applications and required documents may also be scanned and emailed to:

cob.jobs@bridgeportct.gov

Please be sure to answer all questions on this application and follow these instructions carefully.

NOTE: A resume and/or other correspondence will not be considered complete unless the application form on the following pages of this document accompanies it.

Please do not call the office to ask about the status of your application

We will contact you as soon as we have information to share with you about this position. We thank you for your patience.

Thank you for your interest in applying for a position with the City of Bridgeport.
An Equal Opportunity Employer MF/AA/DIS

**CITY OF BRIDGEPORT, CONNECTICUT
CIVIL SERVICE COMMISSION**

CITY HALL • 45 LYON TERRACE • BRIDGEPORT, CONNECTICUT 06604-4023

Non-Competitive Employment Application

Position Applied for ASSOCIATE CITY ATTORNEY	Date
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APPLICANT INFORMATION

Last Name	First Name	M.I.	
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available			
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If no, are you authorized to work in the U.S.?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever worked for the City of Bridgeport before?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
		If so, when?	

EDUCATION

College		Address	
From	To	Did you graduate? YES <input type="checkbox"/>	NO <input type="checkbox"/>
		Degree	
Law School		Address	
From	To	Did you graduate? YES <input type="checkbox"/>	NO <input type="checkbox"/>
		Degree	
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/>	NO <input type="checkbox"/>
		Degree	

AREAS OF EXPERTISE

Please check all that apply to you.

<input type="checkbox"/> Admission to the practice of law before U.S. District Court for the District of Connecticut and the Second Court of Appeals	<input type="checkbox"/> Admission to the practice of law in the State of Connecticut
<input type="checkbox"/> Boards/Commissions	<input type="checkbox"/> CHRO/EEOC/State Labor Board
<input type="checkbox"/> City of Bridgeport Laws and Ordinances	<input type="checkbox"/> Educational Law
<input type="checkbox"/> FOI (State and Federal)	<input type="checkbox"/> Labor and Employment Law
<input type="checkbox"/> Labor Negotiations/Collective Bargaining Units	<input type="checkbox"/> Litigation
<input type="checkbox"/> Municipal Law Practices	<input type="checkbox"/> Student Discipline/Expulsion Hearings
<input type="checkbox"/> Workmen's Compensation	

PREVIOUS EMPLOYMENT

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>

DISCLAIMER AND SIGNATURE

Signature	Date
<p>I certify that all information supplied on this application is accurate and truthful to the best of my knowledge. I understand that any misrepresentation of facts is cause for refusal of employment and/or termination of employment.</p> <p>I understand that, if I am hired as a seasonal or part-time employee, I am not eligible for any City of Bridgeport sponsored benefits.</p> <p>In the case of an emailed application, entering your name above will constitute an electronic signature. You may be asked to sign this application in person if you are offered a position with the City of Bridgeport.</p> <p>It is the policy of the City of Bridgeport to employ, train, compensate, and promote individuals without regard to race, religion, national origin, sex, sexual orientation, age, disability, veteran status, or other characteristics protected by law.</p>	