



Sacramento Regional Transit District  
**Attorney I/II/III/Senior Attorney (Transactional  
 and Advisory Emphasis)**

<b>SALARY</b>	\$91,404.00 - \$225,588.00 Annually	<b>LOCATION</b>	Sacramento, CA
<b>JOB TYPE</b>	Full Time	<b>JOB NUMBER</b>	2026-00218IE
<b>DEPARTMENT</b>	Legal	<b>OPENING DATE</b>	05/05/2026
<b>RECRUITMENT TYPE</b>	Internal/External		

**Description**

**THIS POSITION WILL REMAIN OPEN UNTIL FILLED. APPLICATIONS ARE REVIEWED AS RECIEVED. INTERVIEWS WILL BE SCHEDULED FOR MOST QUALIFIED CANDIDATES, AS APPLICATIONS ARE REVIEWED.**

The incumbent will be primarily given transactional and advisory assignments and will support the Procurement, Engineering, Finance, IT, Real Estate, Human Resources, Marketing, Planning and Labor Relations Departments.

**Attorney I – \$91,404.00 - \$128,028.00 Annually**

The purpose of this position is to provide legal advice and support for the SacRT in advisory, transactional, litigation and other legal matters as assigned by the General Counsel. This work is mainly accomplished by gathering and interpreting data, including meeting and correspondence with SacRT staff and third parties to elicit information and discuss relevant concerns about issues, transactions, and litigated matters; conducting legal research; preparing legal analyses, memos, and pleadings; drafting contracts and other documents; preparing materials to be presented to the Board of Directors, courts, and other entities; appearances before state and federal courts and other tribunals; and preparing memoranda, opinions, and recommendations in response to requests for legal advice by District staff.

This is the entry level in the attorney series with incumbent performing under direct supervision. Incumbent is expected to perform essential functions while learning the procedures and policies of the SacRT and the practice of public law. This class is distinguished from the Attorney II in that the latter is more experienced.

**Attorney II – \$111,672.00 - \$156,300.00 Annually**

The purpose of this position is to provide legal advice and support for SacRT in advisory, transactional, litigation and other legal matters as assigned by the General Counsel. This work is mainly accomplished by gathering and interpreting data, including meeting and correspondence with SacRT staff and third parties to elicit information and discuss relevant concerns about issues, transactions, and litigated matters; conducting legal research; preparing legal analyses, memos, and pleadings; drafting contracts and other documents; preparing materials to be presented to the Board of Directors, courts, and other entities; appearances before state and federal courts and other tribunals; and preparing memoranda, opinions, and recommendations in response to requests for legal advice by SacRT staff.

This is the fully qualified professional journey level in the attorney series wherein the incumbent receives general instructions regarding the scope and approach to projects or assignments. Incumbent is expected to exercise judgment and initiative while handling legal matters and is fully aware of the operating procedures and policies of SacRT and the practice of law. This class is distinguished from the Attorney III in that the latter is responsible for more difficult or complex legal work.

### **Attorney III – \$141,348.00 - \$197,868.00 Annually**

The purpose of this position is to provide legal advice and support for the SacRT in advisory, transactional, litigation and other legal matters as assigned by the General Counsel. This work is mainly accomplished by gathering and interpreting data, including meeting and correspondence with SacRT staff and third parties to elicit information and discuss relevant concerns about issues, transactions, and litigated matters; conducting legal research; preparing legal analyses, memos, and pleadings; drafting contracts and other documents; preparing materials to be presented to the Board of Directors, courts, and other entities; appearances before state and federal courts and other tribunals; and preparing memoranda, opinions, and recommendations in response to requests for legal advice by District staff.

This is the experienced advanced professional level in the attorney series wherein the incumbent applies specialized expertise in handling a full range of legal matters and complex assignments. This class works under limited guidance and direction, receiving general instructions regarding the scope and approach to projects or assignments, but retaining discretion over the procedures and techniques to be applied to an assignment. This class is in a series ranging from Attorney 1 up to the Senior Attorney in that the latter is responsible for leading and supervising attorneys and functions of the Legal Counsel's Office.

### **Senior Attorney – \$161,136.00 - \$225,588.00 Annually**

The purpose of this position is characterized by a combination of supervisory duties over legal staff and the practice of law by providing legal advice, support, and representation for SacRT in the most complex advisory, transactional, litigation and other legal matters as assigned by the General Counsel. In some instances, the incumbent may be assigned to work in a department other than the Legal Services Department. In those instances, the incumbent will report to and address legal matters as assigned by the applicable member of the Executive Management Team.

## **Examples of Duties**

**For detailed information on examples of duties, knowledge, skills and abilities required for the three positions, please follow the links below:**

### **Attorney I Duties:**

- <https://www.governmentjobs.com/careers/sacrt/classspecs/1278966?keywords=attorney%20I&pagetype=classSpecifications>

### **Attorney II Duties:**

- <https://www.governmentjobs.com/careers/sacrt/classspecs/1279006?keywords=attorney%20II&pagetype=classSpecifications>

### **Attorney III Duties:**

- <https://www.governmentjobs.com/careers/sacrt/classspecs/1279009?keywords=attorney%20III&pagetype=classSpecifications>

### **Senior Attorney Duties:**

- <https://www.governmentjobs.com/careers/sacrt/classspecs/1289006?keywords=attorney%20Senior&pagetype=classSpecifications>

## Minimum Qualifications

### Attorney I

**Formal Education:** Juris Doctor degree or equivalent from an accredited school of law. Substitution of experience for the required education is not accepted.

**Experience:** No experience is required.

**Licenses and Certifications:** Valid California State Bar License; will consider applicants awaiting California State bar results.

### Attorney II

**Formal Education:** Juris Doctor degree or equivalent from an accredited school of law. *Substitution of experience for the required education is not accepted.*

**Experience:** A minimum of three (3) years of progressively responsible experience as a practicing attorney, preferably practicing public agency law and/or civil litigation **OR** a minimum of two (2) years of experience as an Attorney I with SacRT.

**Licenses and Certifications:** Valid California State Bar License.

### Attorney III

**Formal Education:** Juris Doctor degree or equivalent from an accredited school of law. *Substitution of experience for the required education is not accepted.*

**Experience:** A minimum of five (5) years of progressively responsible experience as a practicing attorney, preferably practicing public agency law and/or civil litigation, **or** A minimum of two (2) years of experience as an Attorney II with Sacramento Regional Transit District.

**Licenses and Certifications:** Valid California State Bar License

### Senior Attorney

**Formal Education:** Juris Doctor degree or equivalent from an accredited school of law. *Substitution of experience for the required education is not accepted.*

**Experience:** A minimum of eight (8) years of progressively responsible experience as a practicing attorney, preferably practicing public agency law and/or civil litigation, **or** a minimum of three (3) years of experience as an Attorney III or comparable position with Sacramento Regional Transit District.

**Licenses and Certifications:** Valid California State Bar License

**Proof of required education beyond high school, such as college transcripts, diplomas, and/or certificates must be submitted at the time of application.**

## Filing Instructions/Supplemental Information

The minimum qualifications as stated on this job announcement represent only the basic requirements of the position. Meeting the minimum qualifications does not guarantee that a candidate will be invited to participate in other examination segments of the selection process. An employment application is required for this position. Applications, job announcements, and copies of the complete job description are available at our website at [www.sacrt.com](http://www.sacrt.com).

**Completed employment application and proof of education, as outlined above, must be submitted online. This position will remain open until filled. Applications are reviewed as received, and interviews will be scheduled for the most qualified candidates. SacRT will not process incomplete applications. Resumes are not accepted in lieu of an application but may be included with the application.** For more information on benefits, a summary sheet is available from the Human Resources Department. The Human Resources Department will make reasonable efforts in the recruitment process to accommodate candidates with disabilities. For more information, contact the Human Resources Department at (916) 556-0298.

**SacRT has a stand-alone pension plan which is not part of, nor does it have reciprocity with CalPERS.**

**SacRT is an Equal Opportunity EOE Employer - Minorities/Women/Disabled/Veterans.**

**This position falls under Management and Confidential Employee Group (MCEG)**

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### Employer

Sacramento Regional Transit District

### Address

1400 29th Street

Sacramento, California, 95816

### Phone

9165560298

### Website

<http://www.sacrt.com/>

## Attorney I/II/III/Senior Attorney (Transactional and Advisory Emphasis) Supplemental Questionnaire

### \*QUESTION 1

Are you applying for Attorney I?

- Yes  
 No

### \*QUESTION 2

Are you applying for Attorney II?

- Yes  
 No

### \*QUESTION 3

Are you applying for Attorney III?

Yes

No

**\*QUESTION 4**

Are you applying for Senior Attorney?

Yes

No

**\*QUESTION 5**

From the following practice areas, identify the four (4) areas in which you have the most experience. In your responses for these areas, describe your experience and provide specific examples supporting your description, including the name of the employer and number of years/months you performed the responsibilities. If you are applying for the Attorney I position and you do not have work experience in any of the areas described below, please list any coursework you completed in law school wherein you gained general knowledge of at least 4 areas identified below. • Construction Law • Contract Law/Procurement Government Agency Tort Liability • Brown Act/Public Records Act • Civil Rights/Title VI • Finance • Eminent Domain/Inverse Condemnation/Real Property • Real Property • First Amendment Law • Government Tort Claims • Americans with Disabilities Act/Unruh Act • Administrative Law (including California Public Utilities Commission and CalOSHA) \*Employment Law/Labor Law \*Environmental Law - NEPA/CEQA • Other (please describe)

**\*QUESTION 6**

Please provide a detailed explanation regarding what about this position interests you and prompted you to apply. Further, explain why you believe you would be a strong candidate for the position.

**\*QUESTION 7**

Please describe your experience performing complex legal research and drafting legal memoranda. In your response, include the name of the employer(s), your job title(s), the number of years/months you performed these duties. If you do not have any work experience in this area, please provide a description of any relevant course work taken in law school where you were required to perform complex legal research and were required to draft legal memoranda.

**\*QUESTION 8**

Please describe any work experience you have gained in providing advice and counsel on Brown Act compliance, California Public Records Act compliance, and/or Conflicts of Interest laws as they apply to public board of directors. In your response, include the name of the employer(s), job title(s), the number of years/months you performed these duties. If you do not have any work experience in these areas, please provide a description of any relevant course work taken in law school.

**\*QUESTION 9**

Do you have a valid California State Bar License?

Yes

No

**\*QUESTION 10**

If yes, please indicate your valid California State Bar License number. If no, please indicate N/A.

\* Required Question