

# CITY OF MARLBOROUGH

Marlborough, MA 01752

## LEGAL DEPARTMENT

### Assistant City Solicitor

<b>Posting Number:</b>	AA#21-37	<b>Date Posted:</b>	July 29, 2021
<b>Weekly Hours:</b>	40 Hours/Week	<b>FLSA:</b>	Exempt
<b>Anticipated Hiring Range:</b>	\$3,677.78 – \$3,751.33/bi-wkly.	<b>Bargaining Unit:</b>	None
<b>Step Salary Range:</b>	\$3,677.78 – \$4,141.77/bi-wkly.	<b>Location:</b>	City Hall

The City of Marlborough is seeking a full-time Assistant City Solicitor to join the Legal Department in providing effective, professional legal services to this MetroWest City.

The Assistant City Solicitor reports to the City Solicitor, and is responsible for advising the Mayor, City Council, and City departments, boards, and commissions. Key position duties include preparing legal opinions, ordinances, contracts, and agreements, and representing the City in litigation or administrative forums. Opportunity may include a variety of areas within municipal law such as open meeting, public records, municipal land use/zoning, code enforcement, real estate, employment, and contracting.

To see the full job description: [Assistant City Solicitor](#)

**Please forward cover letter and resume to:**

Human Resources  
City of Marlborough  
140 Main Street  
Marlborough, MA 01752  
[hrjobs@marlborough-ma.gov](mailto:hrjobs@marlborough-ma.gov)

**Applicant Deadline:** August 13, 2021