

Real Estate Attorney
Costco Wholesale
Issaquah, WA

Description of position: Costco Wholesale is seeking an experienced real estate attorney to join the legal team at its corporate headquarters in Issaquah, Washington. Costco is one of the world's top retailers, with over 106 million members and 828 warehouses in 12 countries, and continues to expand globally. This role will be primarily responsible for supporting Costco's real estate team to develop new Costco Wholesale warehouse clubs, distribution centers and logistics facilities, primarily in the US but potentially abroad as well. This attorney will supervise outside counsel and other advisors on real estate transactions and related litigation. The candidate must be comfortable operating in a team environment with confidence in his or her judgments and demonstrate an ability to communicate with senior management in a concise and effective way. This position is an "in the office" (not remote work) position.

Responsibilities:

- Negotiate and draft real estate transaction documents, including, without limitation, letters of intent; purchase agreements; leases; reciprocal easement and operating agreements; municipal incentive and entitlement agreements; development agreements; and construction documents.
- Provide legal advice and business judgement on real estate transaction issues.
- Collaborate with Costco's outside counsel, brokers, development team, architects, engineers, consultants and construction team on real estate transactions.
- Monitor, manage, and review work and expenditures by outside counsel to ensure quality and efficacy of legal services.
- Develop, draft and maintain real estate form agreements.
- Drive compliance efforts on real estate operational issues.
- Support the property management group on real estate matters and disputes.

Qualifications:

- Juris Doctorate degree from an accredited law school.
- Admission in good standing to practice law in at least one U.S. state, and eligible to practice as in-house counsel in the State of Washington.
- At least ten years of relevant legal experience acquired in a law firm or an in-house legal department, with some in-house experience preferred.
- Thorough understanding of and experience in commercial real estate law with prior retail development experience preferred.
- Excellent business judgment and ability to assess legal risk while also thinking strategically and providing practical, business-oriented advice.
- Demonstrated ability to independently manage a diverse and complex workload while maintaining priorities and proactively anticipating issues.
- Exceptional communication, drafting and analytical skills for working with lawyers and non-lawyers.
- Experience overseeing outside counsel.
- Ability to work both autonomously and collaboratively.
- Strong execution and project management skills and ability to develop consensus among stakeholders from across the organization.

At Costco, you will build a long-lasting career in a renowned culture where the company is committed to taking care of its employees, members, and suppliers. You will be empowered to

independently drive results within your area of responsibility and you will feel good about what you are helping to build. To apply, please send a cover letter and resume to sgardner@costco.com.

Costco Wholesale is an equal-opportunity employer and strives to provide a workplace free from harassment and discrimination. We are also committed to recruiting, hiring, training and promoting qualified people of all backgrounds and make all employment decisions without regard to any protected status.