

**OFFICE OF THE CLERK
U.S. DISTRICT COURT
EASTERN DISTRICT OF CALIFORNIA**

*****OPPORTUNITY ANNOUNCEMENT*****

LAW CLERK (CAREER)

JSP GRADE LEVEL: JSP 11-14

SALARY RANGE: \$47,110 - \$103,150 (JSP 11/1 - JSP 14/10)

LOCATION: Bakersfield, California

CLOSING DATE: Open until filled

POSITION OVERVIEW

The court has selected and will be appointing a new magistrate judge to fill a newly created full-time position located in Bakersfield, California. The new judge is expected to be appointed on August 1, 2003. Two law clerk positions are being recruited to assist the new magistrate judge. The incumbents will perform substantive review, research and writing and will be responsible for preparing bench memos and orders on matters pending before the Judge.

Judiciary employees serve under excepted appointments and are considered at will employees. A career designation indicates an anticipated appointment of four or more years and entitles incumbents to full federal benefits including retirement coverage. Starting salary will be set commensurate with qualifications as defined by the Judiciary Salary Plan (JSP).

MINIMUM QUALIFICATIONS

To qualify for the position of law clerk at a JSP grade 11, a person must be a law school graduate and have the equivalent of one year of full-time legal work experience after graduation from law school. Examples of criteria that may be considered as equivalent educational substitutions for one year of legal work experience after graduation from law school are: graduation in the upper third of a law school class; experience on the editorial board of a law review; publication of a noteworthy article in a law school student or scholarly publication; special high-level honors for academic excellence in law school, such as election to the Order of the Coif; winning of a moot court competition or membership on a moot court team that represents the law school in competition with other law schools; participation in the legal aid or other law school clinical program; or summer experience as a law clerk to a state or local judge or law clerk experience on a continuous basis in a private firm while attending law school.

Appointment at a JSP grade 12 requires the equivalent of two years of full-time legal work experience after graduation from law school and a person must be a member of the bar of a state, territorial, or Federal Court of general jurisdiction.

Appointment at a JSP grade 13 requires eligibility for appointment at a JSP grade 12 plus an additional year of work experience as a law clerk to a federal judge.

Appointment at a JSP grade 14 requires eligibility for appointment at a JSP grade 12 plus two additional years of experience as a law clerk a federal judge. Only one of the two law clerk positions will obtain the JSP grade 14. The remaining position will be limited to a JSP grade 13.

APPLICATION PROCEDURE

For consideration, submit resume with cover letter, law school transcripts, writing sample and two letters of recommendation to:

Attn Human Resources/BK-LC
U.S. District Court
501 I Street #4-200
Sacramento, CA 95814

DISCLOSURES

- The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement, any of which may occur without prior written or other notice. In the event that a position becomes vacant in a similar classification, within a reasonable time of the original announcement, the Clerk of Court may elect to select a candidate from the applicants who responded to the original announcement without posting the position.
- Only qualified applicants will be considered for this position. Employees of the U. S. District Court serve under Excepted Appointments and are considered at will employees. Federal Civil Service classifications or regulations do not apply; however, court employees are entitled to the same benefits as other Federal Government employees. The U.S. District Court is an Equal Opportunity Employer.
- All information provided by applicants is subject to verification and background investigation. Applicants are advised that false statements or omission of information on any application materials or the inability to meet the following conditions may be grounds for non-selection, withdrawal of an offer of employment or dismissal after being employed.
- Participation in the interview process will be at the applicants own expense and relocation expenses will not be provided.
- This position is subject to mandatory electronic fund transfer (EFT) participation for payment of net pay (i.e. Direct Deposit).
- Pursuant to the Immigration Reform Act of 1986, selection is contingent upon providing proof of being legally eligible to work in the United States. Acceptable documentation includes a U.S. Passport; original or a certified birth certificate issued by a state, country, or municipal authority; a certificate of U.S. Citizenship, Alien Registration Receipt Card; and an authorized photo identification such as a state drivers license, school identification card, or U.S. Military identification card. Applicants must also be eligible to work for the Federal Government.