



Fresno, California

www.caed.uscourts.gov

Position Details

Job Grade: JSP 11-13

Salary Range: \$57,982 –\$107,434

Closing Date: 4/25/2014

How to Apply:

Applicants must submit materials electronically through the OSCAR system located at <https://oscar.uscourts.gov/>. The posting is listed under the account of Magistrate Michael J. Seng

Applicants must provide:

- 1) An introductory cover letter addressed to Magistrate Judge Michael J. Seng, U.S. District Court, 2500 Tulare Street #1501, Fresno, CA 93721
- 2) Resume
- 3) Law school transcript
- 4) Writing sample (no more than 10 pages in length)
- 5) List of at least 3 professional references

Benefits:

- Paid Holidays
- Health Insurance
- Dental & Vision Insurance
- Flexible Spending Account
- Life Insurance
- On Site Gym
- Parking Space

For more information about benefits go to: USCourts.gov

Position Overview

The court is accepting applications for a full-time, term law clerk position in our Fresno office. The incumbent will work for Michael J. Seng, U.S. Magistrate Judge for the Yosemite Division of the Eastern District of California, and will complete research and writing on a wide range of issues that arise in federal litigation. This will include substantively reviewing pleadings, preparing bench memos, and drafting orders on matters pending before the judge. The initial term of appointment will be two years (subject to renewal) with an expected start date of employment on June 16, 2014.

Minimum Qualifications

For consideration, applicants must be law school graduates with strong academic records and possess excellent research and writing skills. Candidates also must possess strong case management skills and the ability to work independently in a production oriented, high-volume work environment. Candidates who possess two or more years of post-graduate civil litigation and/or federal clerkship experience are highly preferred.

To qualify for appointment at a JSP grade 11 step 1 (\$57,982), an applicant must be a law school graduate and have the equivalent of one year of full-time legal work experience after graduation from law school. Substitutions for the one year of experience are permitted and include the following:

- 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.

For appointment at a JSP grade 12 step 1 (\$69,497), an applicant must meet the qualifications for a JSP grade 11, possess one additional year of full-time legal work experience after graduation from law school (no substitutions permitted) AND be a member of the Bar of a state, territorial, or Federal Court of general jurisdiction.

For appointment at a JSP grade 13 step 1 (\$82,642), an applicant must meet the qualifications for a JSP grade 12 and possess at least one additional year of full-time legal work experience after graduation from law school (no substitutions permitted).

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. Only qualified applicants will be considered for this position. Participation in the interview process will be at the applicants own expense and relocation expenses will not be provided. As a condition of employment, the selected candidate will be subject to an FBI fingerprint background check. All information provided by applicants is subject to verification and background investigation. Applicants must be either U.S. citizens or eligible to work for the United States government