



**Fresno, California**

[www.caed.uscourts.gov](http://www.caed.uscourts.gov)

#### Position Details

**Job Grade: JSP 11-14**

**Starting Salary Range: \$58,562 – \$91,050 (DOE)**

**Closing Date: 11/13/2015**

#### 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 U.S. Magistrate Judge Erica P. Grosjean. Materials must include:

- 1) An introductory cover letter
- 2) A chronological resume
- 3) A writing sample (not more than 10 pages in length)
- 4) A list of at least 3 professional references
- 5) A copy of the applicant's law school transcript

#### Benefits:

- Paid Holidays
- Health Insurance
- Dental & Vision Insurance
- Retirement Coverage
- Flexible Spending Account
- Life Insurance
- On Site Gym

For more information about the federal courts:

[www.USCourts.gov](http://www.USCourts.gov)

#### POSITION OVERVIEW

The court is seeking applicants for a full-time, temporary Pro Se Law Clerk position in our Fresno office. The incumbent will be assigned to support U.S. Magistrate Judge Erica P. Grosjean and U.S. Magistrate Judge Stanley A. Boone by conducting extensive research and writing on writs of habeas corpus filed by prisoners.

The position is eligible for full federal benefits (including retirement coverage). The selected applicant will be expected to commence employment on or shortly after Monday, November 30, 2015 with an appointment end date of December 30, 2016.

#### MINIMUM QUALIFICATIONS

For consideration, applicants must be law school graduates with excellent academic records and excellent research and writing skills. Applicants must also possess one or more years of post graduate legal work experience in a high-volume, production oriented work environment. Additional years of work experience including federal clerkship experience and/or experience handling habeas litigation is highly preferred.

#### 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.

Court employees are subject to a Code of Conduct. A written copy of the Code will be provided upon request.