



Sacramento, California

www.caed.uscourts.gov

Position Details

Job Grade: JSP 12/1 - 14/10

Starting Salary Range:

JSP 12/1 - \$76,142

JSP 13/1 - \$90,543

JSP 14/1 - \$106,543

Closing Date: February 29, 2016

How to Apply:

Applicants must submit materials electronically through the OSCAR system located at <https://oscar.uscourts.gov/>. The posting is under the account of Senior U.S. District Judge Garland E. Burrell, Jr.

Materials must include:

- 1) An introductory cover letter
- 2) A chronological resume
- 3) A writing sample (minimally edited by others)
- 4) A list of at least 3 professional references
- 5) Copy of law school transcript

Benefits:

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

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www.USCourts.gov

Senior U.S. District Judge Garland E. Burrell, Jr. is seeking applicants for a full-time, career law clerk position in his Sacramento chambers. Judge Burrell's caseload consists primarily of criminal cases and related civil matters, and other cases that include prisoner petitions (habeas & prisoner cases), civil pro se cases and social security cases. The incumbent will conduct substantive legal research and writing on assigned cases and also will assist Judge Burrell with extensive trial preparatory work and criminal law and motion matters. The position will be available for a start date on or shortly after February 22, 2016.

Due to the "career" designation, the position will include full federal benefits including retirement coverage. The designation will not, however, change the at-will employment status of the incumbent.

Minimum Qualifications

For consideration, applicants must be law school graduates with strong academic records. Applicants also must possess:

- At least two years of post-graduate legal work experience
- Strong practical legal writing skills.
- Excellent research and case management skills.
- The ability to work independently in a production oriented, high-volume work environment.
- Bar membership in a state, territory or federal court of general jurisdiction.

In addition to the minimum qualifications, candidates who possess the following are preferred:

- Post graduate civil litigation experience.
- Federal law clerk experience.

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.
- Employees of the U. S. District Court serve under "Excepted Appointments" and are considered "at-will" employees. Federal Civil Service classifications and regulations do not apply; however, court employees are entitled to the same benefits as other Federal Government employees.
- Court employees are subject to a Code of Conduct. A copy will be provided upon request.
- 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.