



Fresno, California

www.caed.uscourts.gov

Position Details

Job Grade: JSP 12 – 13

Starting Salary Range: \$87,208 – \$103,701 (DOE). Rates are based on a Fresno, CA duty station and may vary if incumbent is a full-time teleworker in another location.

Closing Date: Open until filled, preference will be given to materials received by Friday, May 17, 2024. Materials will be reviewed as they are filed, and candidates of interest will be contacted for more information.

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 Magistrate Judge Sheila K. Oberto.

Applicants must provide:

- 1) An introductory cover letter addressed to U.S. Magistrate Judge Sheila K. Oberto, U.S. District Court, 2500 Tulare Street #1501, Fresno, CA 93721
- 2) A chronological resume
- 3) A writing sample written within the past year and not more than 10 pages in length
- 4) Copy of law school transcript
- 5) A list of at least 3 professional references (at least 1 must be a person the applicant has worked for in the past 2 years)

United States Magistrate Judge Sheila K. Oberto is seeking well qualified candidates for a full-time, term law clerk position. The incumbent will perform substantive review, research and writing on a wide range of issues that arise in federal litigation. The incumbent also will prepare bench memos and orders on such matters that are pending before the judge.

Candidates must be available for a start date of employment in October 2024. The initial term of appointment will be set as one year and may be subject to renewal for up to three additional years. While Judge Oberto sits in Fresno, California, she will consider a candidate's preference for full-time telework if they have prior federal judicial experience. This preference should be stated in a candidate's cover letter.

Minimum Qualifications:

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

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

In addition, candidates who possess the following are highly preferred:

- Prior clerkship experience in federal or state court.
- Prior experience in Social Security, other administrative appeals and/or civil litigation.

SALARY

For appointment at a JSP grade 12 step 1 (currently \$87,208), a candidate must be a law school graduate, possess at least one year of post graduate work experience 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 (currently \$103,701), a candidate must be a law school graduate, possess at least two years of post-graduate work experience AND be a member of the Bar of a state, territorial or Federal Court of general jurisdiction.

**Term Law Clerk
Opportunity
Announcement #2024-13
Page 2 of 2**

Benefits:

The court offers a competitive benefits package that includes:

- Paid Holidays
- Health, Dental, Vision & Life Insurance
- On Site Parking
- On Site Gym

For more information about the federal courts:
www.USCourts.gov

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 and participation in the interview process will be at the applicant's own expense. Relocation expenses will not be provided.
- Court employees serve under "Excepted Appointments" and are considered "at will" employees exempt from Federal Civil Service classifications and regulations. California employment laws also do not apply. Court employees are entitled to the same benefits as Federal Civil Service employees.
- Court employees are subject to a Code of Conduct. A copy can be found on the *Careers>Employment Information>Code of Conduct* section of the court's website at www.caed.uscourts.gov.
- The selected candidate will be subject to an FBI fingerprint background check. All information provided is subject to verification and background investigation.
- Applicants must meet citizenship requirements to work for the United States government. Requirements can be found through the *Careers>Employment Information>Disclosures* section of the court's website at www.caed.uscourts.gov.