



**Sacramento, California**  
[www.caed.uscourts.gov](http://www.caed.uscourts.gov)

**Position Details:**

**Job Grade: JSP 11 step 1**

**Closing Date: Open until filled.**  
Materials will be reviewed as they are filed and candidates of interest to the hiring judge 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 listed under the account of Chief Judge Troy L. Nunley. Materials must include:

- 1) An introductory cover letter
- 2) A chronological resume
- 3) A writing sample
- 4) A list of at least three professional references with contact information for each
- 5) A copy of the applicant's law school transcript

More information about the federal courts:  
[www.USCourts.gov](http://www.USCourts.gov)

The court is seeking applicants for a full-time, short-term, temporary law clerk position to conduct research and writing on a wide range of issues arising in federal litigation. The incumbent will be assigned to our Chief Judge but may be assigned to other U.S. District Judges as the assignment progresses. Candidates must be available for an immediate start date of employment. Current funding is approved through March 31, 2026; however, an extension through September 30, 2026, is being sought and is likely to be approved.

The court would prefer the selected applicant to perform work in our Sacramento courthouse; however, preference for full-time telework will be considered. This preference should be stated in an applicant's cover letter.

**MINIMUM QUALIFICATIONS**

For consideration, applicants must be law school graduates with excellent academic records and excellent research and writing skills. Applicants who possess post-graduate legal work experience in a high-volume, production-oriented work environment are preferred. Applicants who possess civil litigation experience, extern, and/or federal law clerk experience are also preferred.

Due to funding restrictions, salary is limited to a JSP grade 11 step 1 (currently \$82,780 per annum based on a Sacramento duty station).

**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.
- The selected candidate will be subject to an FBI fingerprint background check. All information provided by applicants is subject to verification and background investigation.
- Court employees 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. Court employees are also 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](http://www.caed.uscourts.gov)).
- Participation in the interview process will be at the applicant's own expense and relocation expenses will not be provided.
- Applicants must meet citizenship requirements to work for the United States government. The requirements can be found through the *Careers>Employment Information>Disclosures* section of the court's website at [www.caed.uscourts.gov](http://www.caed.uscourts.gov).

