U.S. DEPARTMENT OF JUSTICE
EXECUTIVE OFFICE FOR UNITED STATES ATTORNEYS
GENERAL COUNSEL'S OFFICE
Supervisory Attorney Advisor
GS-905-15: $124,995 - $157,100
14-EOUSA-1106197

About the Office: The General Counsel's Office (GCO) is a fast-paced component of the Executive Office for United States Attorneys in the Department of Justice and is responsible for providing a full range of legal advice and services to the 94 United States Attorneys' Offices (USAOs) throughout the United States, Guam, Puerto Rico, and the Virgin Islands. If you are looking for an exciting and challenging career, this is the position for you.

Responsibilities and Opportunity Offered: GCO provides timely and accurate legal advice and litigation support to USAOs and EOUSA on a wide range of legal issues including disciplinary or adverse actions, performance management issues, and any other employment-related issues; litigation before various administrative tribunals; government ethics matters, such as conflicts of interest, recusals, outside activities, and financial disclosure reports; questions concerning recusals of USAOs from pending cases or matters; property damage claims filed by Federal employees; and procurement and fiscal law issues.

If selected for this position you will serve as a Supervisory Attorney Advisor and serve as one of the two Deputy General Counsels for the EOUSA GCO, and exercise a broad range of supervisory responsibilities over a staff of senior attorney advisors and support personnel responsible for carrying out the functions of the office.

For additional information, see the vacancy announcement at: https://www.usajobs.gov/GetJob/ViewDetails/368214400

Qualifications:

Required Qualifications
- Applicants MUST possess a J.D. Degree and
- Be an active member of the bar* (any jurisdiction).

*You must include your bar membership information in your application package to be considered.

To qualify at the GS-15 grade level applicants must have at least 5 years post J.D. legal or other relevant experience to qualify. Qualifying experience is defined as experience with at least three of the following areas: Standards of Conduct and Ethics, Federal Employment Law, Equal Employment Law, and/or Administrative Law.
Preferred Qualifications

The ideal candidate will have at least 10 years post J.D. legal or relevant experience in at least three of the legal areas listed above; demonstrate sound judgment, leadership ability, and a strong work ethic. Detailed knowledge of the mission, organization, statutory obligations, functions, procedures, practices and priorities of the Department, EOUSA and the USAOs is desirable. Prior managerial/supervisory and project management experience is desired.

United States citizenship is required.

Travel: 3-4 weeks per year

Type of Position: All initial attorney appointments to the Department of Justice are made on a 14 month (temporary) basis pending favorable adjudication of a background investigation.

Salary Information: $124,995 - $157,100

Location: Washington, DC

Relocation Expenses: Relocation expenses will not be paid.

Application Process and Deadline Date: You must submit your application materials on-line at: https://www.usajobs.gov/GetJob/ViewDetails/368214400

Emailed/faxed/mailed application materials will not be accepted.

Applications must be received by May 23, 2014.

Security Requirements: Initial appointment is conditioned upon a satisfactory preemployment adjudication. This includes fingerprint, credit and tax checks, and drug testing. In addition, continued employment is subject to a favorable adjudication of a background investigation.

Internet Sites: http://www.justice.gov/usao/eousa/

This and other attorney vacancy announcements can be found at: http://www.justice.gov/careers/legal/attvacancies.html.

Department Policies: The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any non merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice. This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the
application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

It is the policy of the Department to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation. Only U.S. citizens are eligible for employment with the Executive Office for Immigration Review and the United States Attorneys' Offices. Unless otherwise indicated in a particular job advertisement, non-U.S. Citizens may apply for employment with other organizations, but should be advised that appointments of non-U.S. Citizens are extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Applicants who hold dual citizenship in the U.S. and another country will be considered on a case-by-case basis.

There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of Justice considers veterans' preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions. Although the "point" system is not used, per se, applicants eligible to claim 10-point preference must submit Standard Form (SF) 15, Application for 10-Point Veteran Preference, and submit the supporting documentation required for the specific type of preference claimed (visit the OPM website, www.opm.gov/forms/pdf_fill/SF15.pdf for a copy of SF 15, which lists the types of 10-point preferences and the required supporting document(s). Applicants should note that SF 15 requires supporting documentation associated with service-connected disabilities or receipt of nonservice-connected disability pensions to be dated 1991 or later except in the case of service members submitting official statements or retirement orders from a branch of the Armed Forces showing that his or her retirement was due to a permanent service-connected disability or that he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information.