IN THE UNITED STATES BANKRUPTCY COURT
FOR THE SOUTHERN DISTRICT OF GEORGIA

POSITION VACANCY ANNOUNCEMENT

Law Clerk to the United States Bankruptcy Judge

Applications Accepted Beginning: September 4, 2012.

Application Closing Date: Open until filled.

Duty Station: Brunswick, Georgia

Term of Employment: September 1, 2013 to August 31, 2014

Starting Annual Salary Range: JSP 9 - 11, currently $47,448 to $57,408, depending upon qualifications and experience. This position falls within the Judicial Salary Plan of the United States Judiciary and is therefore outside the scope of Civil Service. Salary, retirement and other benefits compare to those for employees of Civil Service.

Qualifications: The applicant must be a law school graduate as of September 1, 2013. Substantial research, writing or editorial experience is desired, but not mandatory.

General Job Description: The law clerk will be required to do legal research, draft memoranda and opinions, counsel with the Judge and members of staff on legal matters affecting the administration of bankruptcy laws, and perform other duties as prescribed by the Judge and staff. A portion of the clerk's time will be spent in the courtroom observing proceedings and performing other courtroom duties. Travel to the other divisions located within the Southern District of Georgia may be necessary.

Information for Applicants: Employees of the United States Bankruptcy Court serve on an "AT WILL" basis and are required to adhere to a Code of Conduct.

- The applicant who best suits the needs of the court will be selected.
- Due to the volume of applications received, communication will be with those individuals who will be invited to interview for the position.
- No funds are available for travel for interviews.
- Interviewees are subject to a full National Crime Information Center (NCIC) background check and FBI fingerprint analysis.
- The court reserves the right to modify the conditions of this job announcement or to withdraw the announcement without prior notice.
- This position is subject to mandatory Electronic Fund Transfer (EFT) or direct deposit for payment of net pay.
- The United States Bankruptcy Court is an Equal Opportunity Employer.
- Applicant must be either a U.S. citizen or a noncitizen eligible for employment by the federal judiciary.

Applications: Candidates may apply for this position through the Online System for Clerkship Application and Review (OSCAR) at https://oscar.symplicity.com/

Alternatively, candidates may submit applications by U.S. mail to:

Honorable John S. Dalis
United States Bankruptcy Judge
Southern District of Georgia
P. O. Box 1275
Brunswick, Georgia 31521

Cover letter must state in the first paragraph the applicant's interest in and reason for applying for this particular bankruptcy clerkship. Resume must include names, addresses and telephone numbers of at least three references familiar with the applicant's character and/or legal ability. Resume must be accompanied by an official law school transcript that includes class rank and grade point average--upper 50% standing required. Applicant also must submit a writing sample. The successful applicant must reside during the clerkship term in the Brunswick, GA, Metropolitan Statistical Area.