



**SPECIAL ASSISTANT UNITED STATES ATTORNEY (Civil)
(UNCOMPENSATED)
UNITED STATES ATTORNEY'S OFFICE
WESTERN DISTRICT OF TENNESSEE
12-WDTN-06-AUSA**

About the Office: The United States Attorney's Office for the Western District of Tennessee serves 22 counties in West Tennessee. The principal office is located in Memphis, with a staffed branch office in Jackson. The office employs over 70 individuals, including 34 attorneys assigned to the Memphis office and five attorneys assigned to the Jackson branch office. Memphis is located in the southwest corner of the state on the Mississippi River. The Memphis area offers affordable real estate, no state income tax, and a diverse variety of educational, cultural and recreational activities. The office seeks to maintain the highest standards of excellence in the enforcement of federal laws and the representation of the United States.

Responsibilities and Opportunity Offered: The United States Attorney's Office for the Western District of Tennessee is seeking applications from attorneys who are willing to accept an unpaid temporary position as a special Assistant U.S. Attorney (SAUSA) in the Civil Division. The unpaid position offers a valuable opportunity to gain exposure to the office while also obtaining litigation experience.

The successful applicant will serve as a SAUSA with responsibilities that include researching legal issues, drafting briefs, taking and defending depositions, conducting hearings and trials, and participating in judicial proceedings. Assignments may include both defensive and affirmative civil litigation. The position will also involve some administrative responsibilities.

This announcement is to fill one or more positions in the Civil Division in the Memphis Office.

The term of the SAUSA appointment is 12 months, with a potential for an additional 6-month extension. At the conclusion of the term of the appointment, the SAUSA will not be hired by this office as an Assistant United States Attorney (AUSA). However, the SAUSA may apply for open AUSA positions in the office.

Qualifications Required Qualifications: Applicants must possess a J.D. degree and be an active member in good standing of the bar (any jurisdiction), and have at least one year post-J.D. experience.

Preferred qualifications: Outstanding academic record, litigation experience, including experience in preparation and trial of complex cases; strong legal research and writing ability; strong courtroom skills; superior organizational skills; and computer literacy skills.

Who May Apply: All current United States citizens.

Work Schedule: Full Time

Travel: Occasional

Salary Information: This is a one year appointment **without compensation**. Note that employees of the Department of Justice, including uncompensated SAUSAs may not engage in the compensated practice of law outside of the office. Attorneys are not eligible to serve as SAUSAs if they have had an employment offer deferred by a law firm and received a payment for the period of their deferral with the expectation of future employment with the law firm, or if they will receive any payment from a law firm during their unpaid employment with the Department of Justice. Attorneys are eligible if they have received severance or other one-time payment before becoming a SAUSA, or if they have an unpaid, future commitment to join a law firm.

Location: Memphis, Tennessee

Relocation Expenses:

Relocation expenses **will not** be authorized.

Application Process and Deadline Date: Positions will be open until filled.

No telephone calls, please. You will be contacted if further information is required.

Please send a cover letter, resume, and writing sample to:

Edward L. Stanton, III, United States Attorney
United States Attorney's Office
167 North Main Street, Suite 800
Memphis, Tennessee 38103

To receive consideration for this vacancy, resumes must be received by 5:00 p.m. Central Standard Time on Friday, Monday, June 4, 2012.

Internet Sites: This and other attorney vacancy announcements can be found at:

<http://www.usdoj.gov/oarm/attvacancies.html>

Information about the Western District of Tennessee can be accessed at:

<http://www.usdoj.gov/usao/tnw>

Department Policies: Assistant United States Attorneys generally must reside in the district to which he or she is appointed. See 28 U.S.C. § 545 for district-specific information.

The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination based on sex, sexual orientation, color, race, religion, national origin, politics, marital status, disability, age, status as a parent, membership or non-membership in an employee organization, or personal favoritism. 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, http://www.opm.gov/forms/pdf_fill/SF15.pdf for a copy of SF 15, which lists the types of 10point preferences and the required supporting documents). 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.