

Federal Public Defender for the Middle District of Florida

Position Title: Research & Writing Attorney Specialist

Position Location: To Be Determined. (May be in Jacksonville, Orlando or Ocala, Florida)

Grade / Salary Range: This position is subject to the availability of Federal funds. Salary Dependent Upon Budget Approval and experience. Grade 9-15. Range is \$47,448- \$147,857.

Qualifications: The successful applicant must be a graduate from an accredited law school and a member in good standing of a federal and state bar. Applicants should have a commitment to providing quality representation to indigent defendants and have a reputation for personal integrity. Strong computer research, word processing, and interpersonal communication skills are essential for this position, as is the ability to analyze legal issues from lengthy, complex records and write clearly and concisely. Excellent and highly accurate writing is required. Successful applicants will be able to prioritize projects and work both independently and cooperatively. Research & Writing attorneys may not engage in the private practice of law. This is not a trial attorney position.

Additional Experience and Proven Skill in the following areas:

- Knowledge of the Federal criminal justice system and related agencies preferred;
- Proficient working with computers, Word Perfect, Adobe Acrobat Standard, CaseMap, Summation, and conducting internet based research.

Information for Applicants:

Deadline to submit applications is **FRIDAY, May 18, 2012.**

Send cover letter with resume, three professional references, and a report writing sample in electronic **PDF** format via email to:

**Federal Public Defender
Attn: Martha Lugo, Personnel Administrator
martha_lugo@fd.org**

Phone inquiries can be directed to Ms. Lugo at (813) 228-2715.

The Federal Public Defender's office is a branch of the U.S. Courts, an Equal Opportunity Employer, and operates under authority of the Criminal Justice Act, 18 U.S.C. Section 3006A, to provide indigent defense services in federal criminal cases and related matters in the federal courts. This is Excepted Service Employment with Federal Government Benefits. Salary is Based on Experience. This position is subject to mandatory Electronic Funds Transfer (Direct Deposit) of federal salary payment. Only qualified applicants will be considered for this position. Applicants must be U.S. Citizens or eligible to work in and for the United States. Applicants selected for interviews must travel at their own expense. This position is subject to a background investigation, therefore, the successful applicant will undergo a mandatory criminal background check investigation, which will include the completion of fingerprint checks. The FDO provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation, please notify Ms. Lugo at (813) 228-2715. The decision on granting reasonable accommodations will be made on a case by case basis.

POSTING DATE: April 30, 2012 to May 18, 2012, 5:00 p.m. E.S.T.