



**UNITED STATES DISTRICT COURT
MIDDLE DISTRICT OF FLORIDA
Division Location TBD**

VACANCY ANNOUNCEMENT

Social Security Law Clerk

\$57,408 - \$96,690

Announcement No.: 13-05 **Closes:** When filled **Available:** January 1, 2013 for a one year and one day term

Position Overview

The Social Security Law Clerk will provide legal advice and assistance to the Court in connection with social security appeals. The position will report to Magistrate Judge Paul A. Zoss.

Minimum Qualification Requirements

At the time of appointment, the applicant must be a law school graduate with academic standing in the top twenty percent of the class, possess superior research and writing skills, and be proficient in computer-assisted research, Windows, and Word Perfect. Law review experience is preferred. Maturity, ethics, and commitment to the law are required.

Information for Applicants

Employment with the United States District Court offers civil and criminal law experience at the federal court level and an environment providing significant responsibility and challenge.

Applicants should submit a cover letter, current resume with class rank and honors, day and evening telephone numbers, transcripts and writing samples to: Federal Clerkship, Attention: Human Resources - Position 13-05, US District Court, 401 W. Central Blvd, Suite 2100, Orlando, FL 32801-0210.

Deadline for Receipt of Resumes

All resumes will be considered when received. Selected interviews will be scheduled until the position is filled. Due to the volume of applications usually received, receipt of individual applications will not be acknowledged. Calls to chambers to check status of an application are strongly discouraged.

THE UNITED STATES GOVERNMENT IS AN EQUAL OPPORTUNITY EMPLOYER

* Starting salary commensurate with work experience and prior pay history.

(Salary may be higher with previous experience as a law clerk to a federal judge.)

Applicants must be U.S. citizen or eligible to work in the United States and are subject to a background check.

Employees are required to use the Electronic Fund Transfer (EFT) for payroll deposit.

EMPLOYEE BENEFITS

Employees of the United States District Court ARE NOT included in the Government's Civil Service classification. They are, however, entitled to the same benefits as other federal government employees. Some of the benefits are:

- Participation in the federal health insurance program of your choice.
- Participation in a group life insurance program.
- Participation in a group long-term disability insurance program.
- Participation in long-term care insurance program.
- Participation in a flexible spending account for medical and/or dependent care expenses on a pre-tax basis.
- A minimum of ten (10) paid holidays per year.
- Prescribed salary progression through classification level based on acceptable performance.
- Time in-service for employees of other federal agencies, as well as time for those with prior military service, will be taken into consideration when computing leave accrual.

The United States District Court for the Middle District of Florida serves a 35-county area in mid-Florida, with a population in excess of ten million people. The Clerk's Office is headquartered in Orlando, with full time divisional offices located in Tampa, Jacksonville, Ocala, and Ft. Myers, Florida. The Clerk's Office is responsible for providing clerical and administrative support to all areas of the federal judicial administrative process.