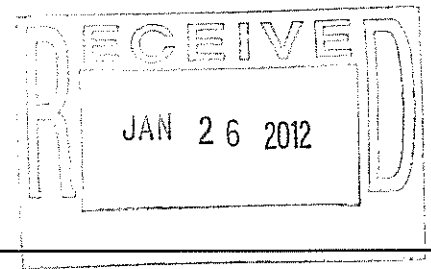




United States Bankruptcy Court
Northern District of California

Announcement #SRCH01-12
www.canb.uscourts.gov



TERM LAW CLERK

No individual is permitted to serve in the judiciary for more than four years in a term law clerk capacity.

Posting Dates: January 20, 2012 - Until filled.
Interviews will be conducted as soon as possible.

Start Date: February 29, 2012

Location: Santa Rosa, California

Starting Salary Range: \$67,963 - \$114,468 (JS-11/01 – JS-14/01)*
Salary dependent on experience and qualifications.

*May be eligible for a higher step based on the highest rate of base pay previously received in a federal civilian position.

Representative Duties

The Honorable Alan Jaroslovsky, United States Bankruptcy Chief Judge for the Northern District of California, Santa Rosa Division, is accepting resumes for the position of term law clerk. Duties include researching a variety of legal issues, drafting memoranda and opinions, reviewing orders, some administrative responsibilities, and handling day-to-day law clerk assignments.

Qualification Requirements

- Must be a law school graduate (or be certified as having completed all law school studies and requirements and merely awaiting conferment of degree) from a law school of recognized standing, and have one or more of the following attributes:
 - (1) standing within the upper third of the law school class from a law school on the approved list of either the American Bar Association or the Association of American Law Schools;
 - (2) experience on the editorial board of a law review of such a school;
 - (3) graduation from such a school with an LLM degree; or
 - (4) demonstrated proficiency in legal studies which, in the opinion of the appointing judge, is the equivalent of one of the above.

Legal work experience: Progressively responsible experience in the practice of law, in legal research, legal administration, or equivalent experience received after graduation from law school. Major or substantial legal activities while on military duty may be credited, on a month-for-month basis whether before or after graduation, but not to exceed one year if before graduation from law school.

- Post graduate legal work experience and bar membership are not required to qualify for a JS-11.
- One year of post graduate legal work experience and bar membership are required to qualify for a JS-12.
- Two years of post graduate legal work experience and bar membership are required to qualify for a JS-13.
- Three years of post graduate legal work experience and bar membership are required to qualify for a JS-14.

Experience must include two years of federal chambers law clerk, staff attorney, pro se law clerk, bankruptcy appellate panel law clerk, or death penalty law clerk experience gained in the federal judiciary is required in order to be appointed to JS-14.

Benefits

Employees of the U.S. Bankruptcy Court are not included in the government's Civil Service classification. However, they are entitled to the same benefits as other federal government employees. Some of the benefits are:

- 13 days of vacation per year for the first three years of service, 20 days of vacation per year after three years of service, 26 days of vacation per year after fifteen years of service
- 13 days of sick leave per year
- 10 holidays per year
- Medical coverage with a government contribution (choose from a variety of plans, health premiums may be deducted as pre-tax dollars, optional participation)
- Life insurance program with a government contribution (optional participation)
- Long-term disability insurance for employees and eligible family members (optional participation)
- Long-term care insurance (optional participation)
- Flexible Spending Program (pre-tax contributions for health/dependent care/transportation expenses, optional participation)
- Public transportation subsidy (dependent on fiscal year funding)

Information for Applicants

Email cover letter highlighting relevant experience, resume, law school transcript and writing sample to the Honorable Alan Jaroslovsky at jobs@canb.uscourts.gov

Please specify the law clerk position in the cover letter and email subject line.

Applicants who are non-United States citizens must meet the requirements for federal employment. Only qualified applicants will be considered for this position. Relocation expenses will not be reimbursed. Applicants selected for interviews must travel at their own expense.

Management may close this announcement at any time, and it is therefore recommended that applications be submitted as soon as possible. Interviews will be conducted as soon as possible.

As a condition of employment, the selected candidate will be subject to a background check, and a mandatory electronic direct deposit of salary payment. All court employees are *at will*, and therefore the selected candidate may be removed from this position at any time if, after reasonable on-the-job training, the selected candidate fails to perform at a satisfactory level. In addition, employees are required to adhere to the Code of Conduct for Judicial Employees.

The court reserves the right to modify the conditions of this job announcement or to withdraw the job announcement, or to fill the position sooner than the closing date, if a closing date is shown, any of which action may occur without any prior written notice. The court will only communicate with those qualified applicants who are selected for interview. If you are not notified, another applicant was selected.

The United States Bankruptcy Court is an Equal Employment Opportunity Employer.