

ATTORNEY POSITION, GS-12/13/14/15
DEPARTMENT OF JUSTICE
OFFICE OF INTERNATIONAL AFFAIRS SECTION
CRIMINAL DIVISION
WASHINGTON , D.C.

VACANCY ANNOUNCEMENT NUMBER: 06-CRM-OIA-042

Open to Current Federal Government Employees Only

About the Office:

The Office of International Affairs (OIA) is a unique law office created to provide international assistance in criminal matters to U.S. and foreign investigators, prosecutors and judicial authorities. OIA's primary responsibilities are in the areas of international extradition of fugitives and evidence gathering (i.e., obtaining evidence for use in U.S. and foreign criminal investigations and prosecutions). In this regard, the office assists state and local as well as federal prosecutors and law enforcement agents. OIA is also responsible for ensuring that the United States meets its reciprocal obligations to foreign countries with respect to extradition of fugitives and production of evidence located in the United States.

In addition to handling the thousands of international extradition and evidence gathering (mutual assistance) cases opened each year, OIA is responsible, along with the Department of State, for the negotiation of bilateral and multilateral law enforcement treaties needed to effect extradition and facilitate evidence gathering. Once these treaties enter into force, OIA works with foreign counterparts to assure effective treaty implementation.

Responsibilities and Opportunities Offered:

The attorney(s) selected will likely be assigned to one of six geographical teams. His/her responsibilities will include extensive, high-volume casework (international extradition and mutual legal assistance), law enforcement treaty negotiations and implementation consultations, the preparation of briefing materials for Department principals, and other international criminal law matters. these responsibilities require regular contact with U.S. federal, state, and local prosecutors and law enforcement personnel, other Department components, the State Department and various other federal agencies, as well as law enforcement counterparts abroad.

Qualifications:

Required qualifications: Interested parties must possess a J.D., degree, be an active member of the bar (any jurisdiction), and have at least 3 years federal post J.D. experience. Applicants must also have solid academic credentials as well as excellent writing and strong interpersonal skill. Experience in that field of criminal law is required.

Preferred qualifications: Experience in handling international extradition and

mutual legal assistance cases, and proficiency in at least one foreign language, are desirable.

Travel:

Periodic domestic and international travel, sometimes on short notice, is required.

Salary Information:

GS-905-12: \$65,048.00 - \$84,559.00 per annum

GS-905-13: \$77,353.00 - \$100,554.00 per annum

GS-905-14: \$91,407.00 - \$118,828.00 per annum

GS-905-15: \$107,521.00 - \$139,774.00 per annum

(See OPM's Web page at www.opm.gov/oca/payrates/index.htm)

Location:

Washington, DC

Relocation Expenses:

Relocation expenses are not authorized

**Submission Process
and Deadline Date:**

Submit a cover letter, resume, brief writing sample, a copy of your latest Notification of Personnel Action (SF-50) and a copy of a performance appraisal issued within the last 12 months. **The duration for this vacancy announcement is December 7, 2006 thru December 6, 2007, or until filled.**

Please mail your applications to:

Mary Ellen Warlow, Director
Office of International Affairs
Criminal Division
United States Department of Justice
Post Office Box 27330, McPherson Square
8th Floor, 1301 New York Avenue, N.W.
Washington, DC 20038-7330

No telephone calls please.

Internet Sites:

For information about the Criminal Division, see www.usdoj.gov/criminal/index.html

For more information about OIA and its work, see www.usdoj.gov/criminal/oia.html

For other attorney vacancy announcements, see www.usdoj.gov/oarm/attvacancies.html.

Department Policies:

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 color, race, religion, national origin, politics, marital status, disability, age, sex, sexual orientation, status as a parent, membership or nonmembership 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 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 and Review and the United States Attorney's 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 are encouraged to include that information in their cover letter or resume and attach supporting documentation (e.g., the DD-214 or other substantiating documents) to their submissions.