

**U.S. Department of Justice  
Criminal Division  
Computer Crime and Intellectual Property Section  
Washington, DC**

**National Computer Hacking and Intellectual Property (CHIP)  
Program Coordinator  
GS-905-15  
07-CRM-CCIPS-010**

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**About the Office:** The Computer Crime and Intellectual Property Section (CCIPS) leads the Department's effort to combat computer and intellectual property crimes worldwide. In addition, CCIPS serves as the Department's expert on the confluence of law enforcement and emerging technologies, especially those related to the collection of electronic evidence. CCIPS designs and implements a comprehensive program to combat computer intrusions, data thefts, and cyber-attacks on information systems. CCIPS investigates and prosecutes computer crimes by working with other government agencies, the private sector, academic institutions, and foreign counterparts. Section attorneys also work to improve the domestic and international infrastructure – legal, technological, and operational – needed to pursue network criminals most effectively. The Section's enforcement responsibilities against intellectual property crimes are similarly multi-faceted. Intellectual Property (IP) has become one of the principal U.S. economic engines, and the nation is a target of choice for thieves of material protected by copyright, trademark, or trade-secret designation. Section attorneys prosecute IP crimes and promote the investigation and prosecution of such offenses both in the U.S. and abroad.

**Responsibilities and Opportunity Offered:** The U.S. Department of Justice, Criminal Division, Computer Crime and Intellectual Property Section is seeking an experienced attorney to serve as the National Computer Hacking and Intellectual Property (CHIP) Program Coordinator. The CHIP Program Coordinator will report directly to the Principal Deputy Chief, and will support the Section's efforts to improve criminal enforcement of intellectual property and computer crime laws. This position is at the GS-15 level. Detail assignment is optional.

**Major Duties:** The successful candidate will manage, supervise and coordinate the Department's Computer Hacking and Intellectual Property Program by, among other things, chairing a Working Group of CHIP AUSAs; serving as liaison to EOUSA and the AGAC Subcommittee on Cybercrime and Intellectual Property; supervising CCIPS' 24/7 duty program; and supervising the maintenance of CHIP Net, CCIPS' intranet resource library. Other major duties include:

- Supporting investigative and prosecution efforts by ensuring that systems are in place to facilitate case-related notification and coordination required by DOJ policy; coordinating complex cases involving more than one agency, USAO, or country; facilitating efforts to ensure that the rights and needs of victims and witnesses, including high-tech industry, IP rights-holders, and Internet Service Providers, are appropriately addressed by CCIPS personnel and CHIP AUSAs; coordinating with different law enforcement agencies and USAOs to more

effectively address IP and cyber crimes nationwide.

- Training prosecutors and agents (both foreign and domestic) to build capacity and interoperability for multi-district, multi-national investigations, by serving as liaison to EOUSA's Office of Legal Education for all CCIPS-sponsored courses and the annual CHIP conference.
- Improving Departmental, Criminal Division and federal law enforcement policies affecting the CHIP Program by identifying issues, drafting policies and organizing and participating in groups designed to address such policies; reviewing, commenting and responding to legislative proposals, congressional testimony, public statements, and other governmental and public requests for information, in particular about the CHIP Program; and improving the cooperation between USAOs and foreign law enforcement, by implementing Department policy requiring notification and coordination in cases with an international component.
- Engaging in outreach efforts to work, as appropriate, with the IP, high-tech and other industries to improve information-sharing related to the CHIP Program; and improving public awareness and education on the CHIP Program and its core responsibilities through outreach, publications, correspondence, presentations, and work with the press.

**Qualifications:** Applicants must possess a J.D. degree, be duly licensed and authorized to practice as an attorney under the laws of any State, territory of the United States, or the District of Columbia, and be an active member of the bar in good standing. Applicants must have more than four years of post-J.D. experience for a GS-15 attorney position. Preferred Qualifications: Applicants should have a strong academic background, excellent research, communication and interpersonal skills, exhibit good judgment, and have an interest in computers and information technology. The ideal candidate would have AUSA CHIP experience, enjoy working independently and as part of a team, and enjoy occasional travel. Applicants must exhibit the ability to work in a supportive and professional manner with staff, attorney supervisors, and client agencies.

**Travel:** Domestic and international travel is possible.

**Salary Information:** Current salary and years of experience determine the appropriate salary level. The level for the position is GS-15, and the salary range for that level is \$110,363.00 to \$143,471.00. For a general description of DOJ hiring, including a discussion of promotion policies, see [www.usdoj.gov/oarm/images/lateralhiringguideforweb.pdf](http://www.usdoj.gov/oarm/images/lateralhiringguideforweb.pdf)

**Location:** This position is located in Washington, DC

**Relocation Expenses:** Relocation expenses will not be authorized.

**Submission Process and Deadline Date:** Applicants should submit a cover letter, a detailed resume, a list of at least three professional references, and a short writing sample or part of a longer writing sample (not to exceed 10 pages). The writing sample should be exclusively or primarily the applicant's work and it should include legal analysis. References will not be checked without permission from the applicant. If you are a current Federal employee, you must also submit a copy of your latest Notification of Personnel Action (SF-50) and a copy of a

performance appraisal issued within the last 12 months. Please send this information:

U.S. Department of Justice  
Computer Crime & Intellectual Property Section,  
Criminal Division  
1301 New York Ave., N.W.  
Washington, D.C. 20530  
Attention: Crystal Holland

If sending application via Federal Express, please use the following address:

U.S. Department of Justice  
Computer Crime & Intellectual Property Section  
Criminal Division 1301 New York Ave., N.W.  
Washington, D.C. 20530  
Attention: Crystal Holland

No telephone calls please. Applications will be received until a selection is made. Applicants must meet qualification requirements stated in this announcement.

**Internet Sites:** This and other attorney vacancy announcements can be found at <http://10.173.2.12/oarm/attvacancies.html>

For more information about the Criminal Division and the Organized Crime and Racketeering Section, visit the Criminal Division Web page at: <http://www.usdoj.gov/criminal/index.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 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 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.