

ATTORNEY / GS-13 to GS-15
U .S. DEPARTMENT OF JUSTICE
CRIMINAL DIVISION
ASSET FORFEITURE AND MONEY LAUNDERING SECTION
WASHINGTON, DC

09-CRM-AFMLS-028

About the Office:

The Criminal Division of the U.S. Department of Justice, is seeking attorneys to fill two positions in the Program Management and Strategic Planning Unit of the Asset Forfeiture and Money Laundering Section in Washington, D.C.

The Asset Forfeiture and Money Laundering Section investigates and prosecutes complex money laundering and asset forfeiture cases and provides support on asset forfeiture and money laundering issues to each of the 93 United States Attorneys' offices and the component agencies.

Responsibilities and

The incumbent's responsibilities will include:

Opportunities:

- Factual analysis, legal research, evaluation and preparation of recommendations for the Deputy Attorney General and Assistant Attorney General of the Criminal Division for all equitable sharing requests involving forfeited property valued at \$1 million or more;
- Research, evaluation and recommendation for rulings on all judicial petitions for remission or mitigation of forfeitures;
- Advice to Assistant U.S. Attorneys and component personnel on restoration of forfeited property to victims of crime and on other asset forfeiture program issues.
- Research, evaluation and preparation of recommendations for the Attorney General on transfers of forfeited real property;
- Oversight of federal, state and local law enforcement agencies' compliance with the equitable sharing program, including coordination with the Office of Inspector General on equitable sharing program audits;
- Review for legal sufficiency other requests for transfers of forfeited property;
- Preparation of policies and regulations pertaining to transfers of forfeited property and other aspects of the asset forfeiture program;
- Implementation of the Department of Justice National Asset Forfeiture Strategic Plan;
- Review, development and implementation of federal government policies and procedures pertaining to crime victim issues;
- Public speaking and training on asset forfeiture program matters.

Qualifications:

Applicants should also possess: knowledge of criminal and civil law; the ability to analyze and evaluate written materials; the ability to develop and maintain harmonious and effective working relationships with a variety of Federal organizations; the ability to meet short deadlines; the ability to function effectively in time-sensitive situations; and the ability to communicate both orally and in writing, and a demonstrated commitment to public service.

Required qualifications: Interested 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 have at least two years of post-J.D. experience to be qualified at the GS-13 level; two and a half years of post-J.D. experience to be qualified at the GS-14 level; and five years of post-J.D. experience to be qualified at the GS-15 level. Applicants must be an active member of the bar in good standing.

Travel: Routine travel may be required for conferences throughout the United States.

Salary Information: Current salary and years of experience determine the appropriate salary level. The possible range for a GS-13 position is \$86,927 - \$113,007, for a GS-14 position is \$102,721 - \$133,543, and for a GS-15 position is \$120,830 - \$153,200 (See OPM's Web page at www.opm.gov/oca/payrates/index.htm.)

Location: Washington, D.C.

Relocation Expenses: Relocation expenses are not authorized.

Submission Process and Deadline Date: Applicants must submit a cover letter (highlighting relevant experience), a detailed resume or OF-612 (Optional Application for Federal Employment) or SF-171 (Application for Federal Employment) and a current performance evaluation, if applicable.

Applicants need not submit a separate application for each position. Please indicate on your application for which position(s) you would like to be considered. Please forward all required documents to:

U.S. Department of Justice
1400 New York Ave. NW,
Criminal Division,
Asset Forfeiture and Money Laundering Section
Bond Building, Suite 10100
Washington, DC 20530
ATTN: Wendy Wormsley, Administrative Officer

If you prefer to fax your documents, you can do so at (202) 514-5522. All applications must be received by **October 27, 2009**. Applications received after that date will not be considered. **The cut-off dates will be the end of each month.**

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 Asset Forfeiture and Money Laundering Section, visit the Criminal Division Web page at: <http://www.usdoj.gov/criminal/criminal-home.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 because of color, race, religion, national origin, politics, marital status, disability, age, sex, sexual orientation, status as a parent, membership or non-membership in an employee organization, or on the basis of 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 must include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions. Although the "point" system is not used, per se, applicants eligible to claim 10-point preference must submit Standard Form (SF) 15, Application for 10-Point Veteran Preference, and submit the supporting documentation required for the specific type of preference claimed (visit the OPM website, www.opm.gov/forms/pdf_fill/SF15.pdf for a copy of SF 15, which lists the types of 10-point preferences and the required supporting document(s)). Applicants should note that SF 15 requires supporting documentation associated with service-connected disabilities or receipt of nonservice-connected disability pensions to be dated 1991 or later except in the case of service members submitting official statements or retirement orders from a branch of the Armed Forces showing that his or her retirement was due to a permanent service-connected disability or that he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

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The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information