

**U.S. DEPARTMENT OF JUSTICE
CRIMINAL DIVISION
OFFICE OF POLICY AND LEGISLATION
EXPERIENCED ATTORNEY, GS-13/14/15**

Announcement Number: 09-CRM-DET-034

This opportunity is for a 12 month **reimbursable detail** assignment and is limited to applicants who are current Department attorneys employed in the D.C. metropolitan area.

About the Office:

The Office of Policy and Legislation coordinates the development of the Division's legislative agenda and its review of pending legislation and Congressional testimony; supports and coordinates the Division's sentencing and federal rules programs; and analyzes crime policy and program issues.

Responsibilities and Opportunity Offered:

The Office is seeking an experienced Department attorney to assist with the coordination of the Department's sentencing policy, including developing the Department's annual agenda of amendments to the federal sentencing guidelines, assessing guideline amendment proposals under consideration by the U.S. Sentencing Commission, and coordinating the Department's participation in Commission hearings. The incumbent will also work as part of the team that coordinates the Division's review of proposed legislation and Congressional testimony, and helps develop its legislative agenda. The incumbent may also help support the development and review of draft proposed amendments to the Federal Rules of Criminal Procedure.

Qualifications:

Required qualifications: Applicants must possess a J.D. degree, be duly licensed and authorized to practice as an attorney under the laws of a State, territory, or the District of Columbia, and have at least three years of post-JD experience. Applicants must possess excellent analytical and writing skills and a working knowledge of federal criminal law and procedure.

Preferred qualifications: Federal criminal trial experience preferred; legislative drafting experience and/or experience working in the legislative branch desirable. Federal judicial clerkship also desirable.

Travel:

Monthly travel required.

Location:

Washington, D.C.

Relocation Expenses:

Relocation expenses are not authorized.

Submission process and Deadline Date:

Interested applicants should e-mail a resume and cover letter as soon as possible, but not later than midnight on **Friday, August 14**, to Lynn Lappin at Lynn.Lappin@usdoj.gov

No telephone calls, please.

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, visit: <http://www.usdoj.gov/criminal/criminal-home.html>

Departmental 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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