

**U.S. Government Accountability Office
Office of Inspector General
Announcement Number: GAO-13-OIG-0905-01**

Job Title: Counsel to the Inspector General

Salary Range: \$128,623.00 - \$155,500.00 / Per Year

Response Date: February 22, 2013

Series and Grade: PA-0905-03 (GS-15 equivalent)

Position Info: Permanent Full-Time

Promotion Potential: Not applicable

Duty Location: Washington, D.C.

About GAO's Office of the Inspector General: The Office of the Inspector General (OIG) in the U.S. Government Accountability Office is responsible for conducting audits and investigations and for keeping the head of GAO (Comptroller General) and the Congress fully and currently informed concerning fraud or other serious problems relating to the programs and operations of GAO. The statutory authority for the OIG is set forth in 31 U.S.C. § 705 and is similar to the authority governing most federal Inspectors General in the Inspector General Act of 1978, as amended, 5 U.S.C. Appendix, but is tailored to GAO, an agency in the Legislative Branch of the Federal Government.

Major Duties and Responsibilities of the Counsel: The Counsel to the Inspector General is responsible for providing legal advice and counsel to the OIG under the direction of the Inspector General (IG) on audit, inspection, investigative, and administrative matters. The Counsel provides legal advice and support on criminal, civil, and administrative investigations. In addition, the Counsel interacts with federal, state, and local authorities, including the Department of Justice and other prosecuting and law enforcement authorities. The Counsel serves as the legal advisor to the IG with respect to the formulation, revision, and execution of OIG policies and programs under 31 U.S.C. § 705 and applicable GAO Orders. The Counsel handles all Freedom of Information Act (FOIA) requests and serves as the OIG's liaison with the Congress. In addition, the Counsel serves as the legal advisor to the IG for the work performed as the Inspector General of the U.S. Commission on Civil Rights under the Inspector General Act of 1978, as amended, 5 U.S.C. Appendix.

Basic Requirements: Applicants must (1) be a U.S. citizen, (2) possess a Juris Doctor or similar degree from an accredited law school, college or university, and (3) be an active member in good standing of the bar of a state, territory of the United States, District of Columbia, or Commonwealth of Puerto Rico.

Minimum Qualification Requirement: In addition to the Basic Requirements, applicants must have served at least 1 year (52 weeks) in a GS-14 or equivalent position. Applicants must have at least 5 years of experience in the Inspector General community.

Because the Counsel position in the OIG requires specialized legal skills, applicants must have an in-depth knowledge of the Inspector General Act of 1978, 5 U.S.C. Appendix and must demonstrate experience in conducting OIG investigations, providing legal counsel for audits and investigations, and preparing and issuing subpoenas. Applicants must have excellent writing skills, organizational

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and time-management skills, oral presentation skills, and sound judgment. Applicants must be eligible for a security clearance.

Submission Process and Deadline Date: Applicants must submit a cover letter and a resume highlighting experience relevant to this job announcement to gaoig@gao.gov. Please reference "COUNSEL TO THE INSPECTOR GENERAL" in the subject heading of your email. For questions regarding this announcement, please contact Allison Y. Powell in GAO's Human Capital Office on 202-512-5502 or powellay@gao.gov.

Applications must be received no later than 11:59 PM Eastern Standard Time on February 22, 2013. Applicants invited to interview will be asked to provide a writing sample and references.

Salary and Benefits: Determination of starting salary is based on individual qualifications. Individuals selected will be eligible for a full range of federal employment benefits including vacation and sick leave, retirement coverage and Thrift Savings Plan, and health and life insurance. A complete list of benefits is available on the web at:
http://www.opm.gov/Insure/health/enrollment/new_employees.asp.

Other Information: Completion of a satisfactory background investigation is necessary for this position. In addition, a one-year probationary period is applicable to this position.

For more information about GAO's Office of the Inspector General, visit our webpage at <http://www.gao.gov/about/workforce/ig.html>

GAO Hiring Policies

Diversity and Inclusion Statement: GAO seeks to create a work environment where all employees are valued, treated fairly, and given opportunities to develop to their full potential. Having a diverse, highly professional, motivated and multidisciplinary staff helps GAO fulfill its mission to support Congress and helps improve the performance and accountability of government for the benefit of the American people. Each person's skills, talents, experiences, and characteristics broaden the range of perspectives in and approaches to GAO's work. All employees play a role in supporting a diverse workforce and an inclusive work environment by demonstrating respect for each other and acting with integrity in every aspect of daily workplace experiences.

Equal Employment Opportunity Policy: GAO's policy is to provide equal employment opportunity for all regardless of race, religion, color, sex, national origin, age, disability, sexual orientation, or gender identity.