

*** EMPLOYMENT OPPORTUNITY ***



UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF ARKANSAS

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| Position Title: | Law Clerk to a District Judge |
| Location: | Little Rock Office - Announcement #19-J01 |
| Closing Date: | Open Until Filled |
| Starting Salary/Range: | JSP Grade 11 to 13 (\$62,236 - \$115,313)* <i>*depending on qualifications and experience</i> |
| Tour of Duty: | Full-time, Term Appointment |

Position: The United States District Court for the Eastern District of Arkansas has a position open for a law clerk for a United States District Judge. A law clerk for a U. S. District Judge performs substantive review, research and writing and is responsible for preparing orders, drafting opinions and making recommendations to the Judge addressing a variety of topics in both civil and criminal litigation. There is daily interaction with the Judge concerning legal and court-related issues. Appointment longevity is determined at the discretion of the Judge.

Qualifications: To qualify for the position of law clerk a person must be a graduate of an accredited law school, have good academic credits, possess superior legal research and adequate writing skills and be proficient in computer-assisted research, Windows, and word processing. Bar membership and federal litigation experience are preferred.

To apply, submit law school transcript, writing sample, and resume, including education, experience, and references to:

**Clerk, United States District Court (#19-J01)
600 West Capitol, Room A-149
Little Rock, AR 72201-3325**

Only the most qualified applicants will be interviewed. This position is subject to mandatory EFT participation for payment of net pay. Must be a U.S. Citizen or a permanent resident seeking citizenship. The selected candidate must successfully complete an FBI and local background check as a condition of employment.

**** The Court is an Equal Opportunity Employer ****