EMPLOYMENT OPPORTUNITIES

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**Department of Justice Attorney Vacancy** announcements can be found at <http://www.justice.gov/careers/legal/attvacancies.html>

**State of Arizona**

**Advisory Council on Indian Health Care (ACOIHC)**

**Executive Director**

<https://secure.azstatejobs.gov/>

Job ID: 1000072995

Req Name: HC ACOIHC EXECUTIVE DIRECTOR 72995

Location: Phoenix

Type: Management and Supervision

Shift: First

Department AZ Health Care Cost Cont. System

Salary Grade: 23

Salary Range: $46,932-$80,150

Total openings: 1

Apply by:  February 15, 2013

**Gila River Indian Community**

**Job Title: Defense Attorney I (DOE)
Closing Date: 03/04/2013**

Job Number: 13-1339
Job Type: Regular Full Time
Department: Defense Services Office
City: Sacaton
Location: Defense Services Office
Area of Interest: Legal
Salary Type: Depending on Experience
Salary / Hourly Rate: $66,058 Salary
Tribal Driving Permit Required: Yes

DISTINGUISHING FEATURES OF THE CLASS:
The Defense Attorney I performs entry-level professional legal work involved in representing defendants in the courts of the Gila River Indian Community.

ESSENTIAL FUNCTIONS:

* Defend persons charged with offenses in the Community's courts.\
* Practice extensively in the courtroom arguing motions, trying cases to judges and juries, as well as occasionally arguing special actions and appeals.
* Participate in plea negotiations and pre-trial discovery with prosecutors.
* Perform legal research and drafts legal documents for all stages of the criminal process from pre-trial motions to appeals.
* Review and evaluate evidence and prepare cases for trial.
* Consult with clients and advise them in legal matters.
* Interview witnesses and potential witnesses, including police officers and expert witnesses.
* Perform other related duties as assigned.

REQUIRED KNOWLEDGE, SKILL AND ABILITY:
♣ Knowledge of Community codes and state statutes with emphasis on criminal law and procedures.
♣ Knowledge of Judicial procedures and rules of evidence.
♣ Knowledge of principles of criminal law.
♣ Knowledge of appeal procedures of the Community and other jurisdictions.
♣ Ability to analyze, appraise, research and organize facts, evidence, and precedents and present them in oral and written reports.
♣ Ability to comprehend and make inferences from written material.
♣ Ability to produce documents written in the English language using proper sentence structure, punctuation, grammar, spelling and legal citations.
♣ Ability to communicate orally in the English language with judges, attorney and the public using a telephone and in group and face-to-face, one-to-one settings.
♣ Ability to enter and retrieve data or information from a terminal, PC, or other keyboard device.
♣ Ability to establish and maintain effective working relationships with other employees, Community Officials and the general public.
♣ Ability to perform all physical requirements of the position; agree to maintain a Drug-free workplace.

REQUIRED EXPERIENCE AND TRAINING:
Juris Doctorate degree from an accredited law school; member in good standing of the State Bar of Arizona. Experience with defense representation preferred.

DEADLINE: Employment Applications are available at all District Service Centers, the Human Resources Department, and online at www.gilariver.org. All Employment Applications and copies of required documents, i.e., Transcripts, Certificates, diploma and Motor Vehicle Record, must be received in the Human Resources Department by 5:00 pm on the closing date. Late Applications or documents will not be considered.

To avoid delays, application can be mailed or faxed to:
Gila River Indian Community
Human Resources Department
Post Office Box 97
Sacaton, Arizona 85147

Fax: (520) 562-9809

**Salt River Pima-Maricopa Indian Community**

**Job Title: Deputy Prosecutor**

**Closing Date: February 20, 2013**

Under general supervision of the Prosecutor, represents the Community in adult criminal matters and juvenile proceedings involving allegations of child dependency, incorrigibility, and juvenile offenses.**This position is treated as an FLSA exempt position**.

1.     Interviews complainant/victims, law enforcement officers, and witnesses, and performs legal research work to obtain information necessary to prepare to effectively prosecute a variety of assigned criminal and juvenile cases, as a representative of the Community, before the Tribal Court.

2.     Reviews police reports to determine charges to be filed or declined and reports status to the SRPMIC Police Department.

3.     Represents the Community in juvenile and adult criminal matters such as bench and jury trials, adjudication, and dependency.

4.     Drafts legal memorandum for the Tribal Court or legal counsel.

5.    Conducts adult arraignments, juvenile initials, and truancy hearings. Prosecutes Community members and others who violate various state and federal laws and Salt River Pima-Maricopa Indian Community Codes.

6.     Provides legal assistance to the SRPMIC departments and divisions such as Police, Social Services, Behavioral Health, and Probation.

7.      Conducts legal research. Requests assistance from the Investigation Division of the Department of Public Safety and other state, local, and federal officials to obtain information necessary to appropriately represent the Community’s best interests before the Tribal Court.

**Knowledge, Abilities, Skills and Other Characteristics**:

Knowledge of SRPMIC code of ordinances, policies, Tribal, state and federal laws.

Knowledge of legal research methods, legal research software, use of data bases, legal principles and their applications.

Knowledge of principles and practices of legal profession.

Knowledge of the history and customs of the SRPMIC.

Ability to analyze, appraise, and organize facts.

Ability to present statement of fact, law and argument clearly and logically, on both written and oral form.

Ability to produce written documents with clearly organized thoughts, using proper sentence construction, punctuation and grammar in a timely manner.

Ability to adapt to changing work situations and assignments.

Ability to work cooperatively with others.

Ability to handle legal correspondence as directed by supervisor.

Skill in applying and interpreting statutes, ordinances and other laws, rules, regulations and policies as they pertain to legal issues presented for review.

Skill in oral and written communication.

Skill in establishing and maintaining effective work relationships with a variety of victims/complainant, witnesses, the staff of the Defense Advocate’s Office, Tribal law enforcement personnel, Tribal Court Staff, Community administrators, department directors, Tribal Council members, staff and other members of the Community as well as outside entities.

       **Education & Experience:** Juris Doctor with 3 to 5 years of criminal litigation experience. Prefer experience/familiarity with executive, legislative, and judicial functions of tribal government.         **Equivalency** – Any equivalent combination of experience and education that will allow the applicant to satisfactorily perform the duties of the job may be considered when filling the position.

**Insurability:**Must possess and maintain a valid Arizona Driver’s License and be able to meet the SRPMIC insurance standards.

**In order to obtain consideration for Community member/Native American preference, applicant must submit a copy of   Tribal Enrollment card or CIB which indicates enrollment in a Federally Recognized Native American Tribe by one of the following methods:**

**1) attach to application**

**2)  fax (480-362-5860)**

**3) mail or hand deliver to Human Resources.**

**Documentation must be received by position closing date.
The IHS/BIA CIB form is not accepted.
Your Tribal ID/CIB must be submitted to HR-Recruitment-Two Waters.**

**Ak-Chin Indian Community**

**Job Title: Chief Judge**

Salary: $94,502 - $118,128 per annum

Reports to: Community Council and Community Operations Manager

Supervises: Court Administrator, Bailiff, Probation Officers, Court Programs Coordinator, Deputy Clerk(s)

SUMMARY: Under general direction and supervision of the Community Operations Manager, presides over the Ak-Chin Indian Community Court and administers its overall functions. This position is exempt from overtime.

MINIMUM QUALIFICATIONS: Prior experience as a Judge preferred. Adult and juvenile experience equivalent to seven years full-time criminal justice, law enforcement, or closely related work, at least two years of which included supervisory/managerial responsibilities. Juris Doctorate degree from an ABA accredited university. Must be licensed to practice law in the State of Arizona, or acquire Arizona Bar Certification within one (1) year from date of hire. Must possess a valid Arizona driver's license and be able to meet the Community's insurance carrier requirements. Must successfully complete and pass a background check.

DUTIES AND RESPONSIBILITIES:

Presides over adult and juvenile trials, arraignments, and sentencings at the Ak-Chin Indian Community Court, including informing defendants of their rights, charges, and penalties, hearing pleas/motions, setting trial dates, hearing testimony, evaluating the facts of the case to determine guilt/innocence, determining the legal disposition of the case, and imposing the appropriate sentence.

Reviews/approves pre-trial settlements/agreements.

Promulgates and recommends for the Council's approval local rules of practice that are consistent with applicable law and which are recommended to facilitate the orderly operation of the Court.

Creates, reviews, and issues a variety of Court orders/documents, including bench warrants, subpoenas, orders to show cause, and formal decisions.

Identifies, develops, and recommends for the Council's approval programs that provide alternative methods for the resolution of civil disputes, including promulgating and recommending for the Council's approval rules to govern the alternative dispute resolution programs so developed.

Identifies, develops, and recommends for the Council's approval diversion programs for adult and juvenile offenders for purposes of rehabilitation, including promulgating and recommending for the Council's approval rules to govern any diversion programs approved.

Manages the Juvenile Court procedures in accordance to the Community's Children's Code.

Trains/coordinates professional development of subordinate staff.

Reviews/evaluates staff annually.

Develops/administers the Judicial Tribal Court Services Department budget.

Reviews Court policies/procedures and recommends to the Council any amendments necessary to ensure the efficient operation of the Court.

Ensures all individuals, attorneys, and advocates or legal practitioners practicing within the Ak-Chin Indian Community meet the Qualifications to Practice Law of the Community.

Makes regular and special assignments of the Associate Judge, pro tem judges, including the assignments of cases.

Exercises general supervision over all Court personnel.

Collaborates with the Human Resources Department to prescribe the powers and duties of the Clerk of the Court, in addition to those as may be prescribed by law.

Other job related duties as assigned.

OTHER REQUIREMENTS:

Must adhere to the Ak-Chin Indian Community Law & Order Code.

Knowledge of the Arizona Revised Statutes and other State, County, and Federal laws/ordinances, and Indian case law.

Knowledge of legal reference resource materials.

Ability to quickly acquire knowledge of the culture, customs, and traditions of the Ak-Chin Indian Community.

Knowledge of general adult and juvenile judicial proceedings and processes, including arraignment, conducting trials, deciding points of law, and determining appropriate sentences.

Knowledge of general Court operations, policies, and procedures.

Knowledge of general criminal justice system operations.

Knowledge of general office administration/management principles and practices, including budgeting and employee supervision and training.

Knowledge of the information/documents to be contained in Court records/case files.

Skill in establishing and maintaining effective working relationships with other criminal justice system staff, Community officials, offenders from all socio-economic backgrounds, other Court staff, attorneys, and the public.

Skill in evaluating the facts of a case and determining the appropriate actions to be taken.

Skill in preparing a variety of narrative and statistical reports, including summaries of Court activities.

Skill in interpreting and applying complex laws, statutes, ordinances of the Ak-Chin Indian Community, State, County, and Federal governments and agencies.

Skill in listening to a variety of court cases with impartiality.

Skill in planning, coordinating, and reviewing the work of subordinate staff.

Skill in preparing a variety of narrative and statistical reports, including budgets and summaries of Court activities.

CLOSING DATE: FRIDAY, FEBRUARY 15, 2013 AT 5:00 P.M.

To be considered for this position, please submit a completed and signed Ak-Chin Indian Community job application (additional resume optional), a 39-month driving record from the Department of Motor Vehicles, proof of tribal enrollment, if claiming Indian Preference, and copy of DD214, if claiming Veteran's Preference to:

Ak-Chin Indian Community

Attn: Human Resources Department 12-76

42507 W. Peters and Nall Road

Maricopa, AZ 85138

Email: resumes@ak-chin.nsn.us

Fax: 520-568-1051

LATE AND INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

**White Earth Reservation Tribal Council**

**Position: Constitutional Reform Project Manager Open: 02-04-13**

Location: White Earth Close: 02-08-13

Pay: Neg/DOQ Benefits: Full Status: Full time

The White Earth Reservation Tribal Council is currently seeking a qualified applicant who will be

responsible for the effective management of the White Earth Constitutional Reform Project including

organizing and overseeing a referendum vote to adopt a new constitution for the White Earth Nation.

• Oversees all aspects of the constitutional reform project to ensure project objectives are met and scope of work is completed.

• Coordinates between federal agencies and the Minnesota Chippewa Tribe to formulate the separation process/procedures for the White Earth Nation.

• Manages project budget in accordance to established policies and procedures of the White Earth Tribal Council.

**Knowledge, Skills and Abilities Required:**

• Knowledge of and ability to follow and apply the policies and procedures of the White Earth Tribal Council.

• Knowledge of business and management principles involved in strategic planning, resource allocation, leadership techniques, production methods, and coordination of people and resources.

• Knowledge of local, federal and tribal law, legal codes, court procedures, precedents, government regulations, executive orders and agency rules.

• Knowledge of the White Earth Reservation demographics, culture, history, and lifestyles.

• Ability to write reports, business correspondence and/or procedure manuals.

• Skilled in reading various pieces of literature, including legal documents and governmental publications, and translating the information for project use.

• Ability to communicate effectively, both orally and in writing.

• Ability to maintain effective inter- and intra- agency working relationships.

• Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, and volume.

• Skilled in the operation of a personal computer, including related software such as Microsoft Office (Word, Excel, PowerPoint, Outlook).

• Skilled in the operation of office equipment, including: copiers, fax machines, and/or calculator.

**Qualifications Required:**

• **Juris Doctor with prior study and/or practice in the field of Indian Law or a Ph.D. in Political Science, American Indian Studies, or related field.**

• **Must have five (5) years’ experience, ten years preferred.**

• **Valid MN Driver’s License and insurance for travel between sites and other related businesses.**

• **Must be able to pass a criminal background check and drug screening.**

Mail Applications to: White Earth Tribal Council

Attention: Personnel

P.O. Box 418

White Earth, MN 56591

Download Applications at: www.whiteearth.com

**U.S. Department of Homeland Security**

**Federal Emergency Management Agency**

**Intergovernmental Affairs Division**

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Last week, FEMA announced a pilot program to expand our National and Regional Incident Management Assistance Teams (IMATs).  This effort includes the commencement of the application process for 70 new positions.  A list of these positions is provided below.  **The Position Announcements are now live at USAJobs:**[https://www.usajobs.gov/ResourceCenter/SpotlightDetails?contentID=243](https://ex2010.asu.edu/owa/redir.aspx?C=8bi0uk7ncEG4v7z0mOEy2_VJ0NpS3M8I8J_0t5riFaqQLoy85L5k3dSFCTkZu-t5rzfYa3duV3o.&URL=https%3a%2f%2fwww.usajobs.gov%2fResourceCenter%2fSpotlightDetails%3fcontentID%3d243" \t "_blank)**.  Please help us recruit the best candidates for these positions to make this effort successful**.  As always, thank you for your continued support and partnership.

If you have any further questions, please contact FEMA’s Intergovernmental Affairs Division at (202) 646-3444 or at [FEMA-IGA@fema.dhs.gov](https://ex2010.asu.edu/owa/redir.aspx?C=8bi0uk7ncEG4v7z0mOEy2_VJ0NpS3M8I8J_0t5riFaqQLoy85L5k3dSFCTkZu-t5rzfYa3duV3o.&URL=mailto%3aFEMA-IGA%40fema.dhs.gov).

**U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF PRISONS
METROPOLITAN DETENTION CENTER
GUAYNABO, PUERTO RICO
ATTORNEY-ADVISOR
GS-905-13**

**About the Office**: The legal practice at the correctional institution covers a wide variety of issues focusing on correctional law and litigation, either through administrative or litigation channels, including such matters as inmates' reasonable access to the courts (through access to legal materials, legal correspondence, and attorney-client visits), conditions of confinement, medical care, medical malpractice issues, diet and religious accommodations, housing assignments, hygiene and sanitation, and discipline. The incumbent will need to develop a thorough knowledge of all aspects of Bureau of Prisons' policy and practice as he/she may be required to appear in federal court on short notice to explain and advocate the agency's rationale for its correctional management decisions. The incumbent works with local Commonwealth agencies, many of whom only conduct business in Spanish. The incumbent will be supervised by the Senior CLC Attorney at MDC Guaynabo.

**Responsibilities and Opportunity Offered**: This is a primary law enforcement position. In accordance with 5 U.S.C. 3307, the maximum entry age of 36 has been established for initial appointment to a position in a Bureau of Prisons correctional institution. Incumbent will be required to attend the mandatory three week course "Introduction to Correctional Techniques" in Glynco, Georgia. The duties of this position may at times require frequent and direct contact with individuals in confinement who are suspected or convicted of serious criminal offenses. It has also been determined that the duties of this position require experience and knowledge of the on-the-job responsibilities of a primary law enforcement officer working in a detention facility. A prerequisite requirement of this position is the completion of "Institution Familiarization," and, the satisfactory completion of a mandatory course in "Introduction to Correctional Techniques." This training emphasizes self-defense, firearms, security, and hostage situations.

Because of the nature and mission of this position, it requires "hands-on" understanding of the operating problems encompassed in working within an institution. The incumbent may be called on to perform as a law enforcement officer in a correctional environment during training, emergency situations, times of staff shortages and under any other type of correctional operating crisis. Specific correctional responsibilities may include custody and supervision of inmates, responding to emergencies and institution disturbances, participating in fog and escape patrols, and assuming correctional officer posts when necessary. The incumbent may be required to search inmates and conduct visual searches in their work or living area for contraband. The incumbent must be prepared to use physical control in situations where necessary, such as in fights among inmates, assaults on staff and riots or escape attempts. The incumbent will provide supervision to an attorney, paralegal, and legal assistant.

**Qualifications**: **Required Qualifications**: Interested parties must possess a J.D. degree, be an active member of the bar (any jurisdiction), and have at least 1 year post-J.D. experience.

**Preferred Qualifications**: Prior experience in correctional law is strongly preferred. Also, fluency in both Spanish and English is highly desired.

**Travel**: Some travel will be required.

**Salary Information**: Current salary and years of experience will determine the appropriate salary level. The possible salary range is GS-905-13 ($81,823 to $106,369). There will be a 14% Cost-of-Living Allowance (COLA). This COLA is not reflected in the salaries shown for this position and is not federally taxed. This position may be entitled to receive Home Leave pursuant to 5 U.S.C. 6305 and 5 CFR 630, Part F, and a 45-day maximum leave ceiling pursuant to 5 U.S.C. Sec. 6304.

**Location**: Guaynabo, Puerto Rico

**Relocation Expenses**: Not authorized.

**Submission Process and Deadline Date**: Applicants must submit a resume or current OF-612 (Optional Application for Federal Employment), a cover letter (highlighting relevant experience) and a legal writing sample in English by February 21, 2013 to:

U.S. Department of Justice
Federal Bureau of Prisons
Southeast Regional Office
3800 Camp Creek Parkway, SW
Building 2000
Atlanta, Georgia 30331
Attention: Lisa Sunderman, Regional Counsel

You may also submit your application packet via e-mail to [lsunderman@bop.gov](https://ex2010.asu.edu/owa/redir.aspx?C=8bi0uk7ncEG4v7z0mOEy2_VJ0NpS3M8I8J_0t5riFaqQLoy85L5k3dSFCTkZu-t5rzfYa3duV3o.&URL=mailto%3alsunderman%40bop.gov).

This position is open until filled, but no later than February 21, 2013.

**ASSISTANT UNITED STATES ATTORNEY
UNITED STATES ATTORNEY'S OFFICE
Western District New York
13-WDNY-001**

**About the Office**: The Office of the United States Attorney for the Western District of New York prosecutes all violations of the Federal Criminal Law occurring within the seventeen (17) counties of the District. The principal office is located in Buffalo, with a staffed Branch Office in Rochester. This position is located in the Criminal Division of the Buffalo Office.

**Responsibilities and Opportunity Offered**: The District is currently seeking one (1) prosecutor. Based on staffing needs, additional appointments may be made from this announcement.

The District prosecutes the full range of federal criminal cases. Assistant United States Attorneys in the Criminal Division are responsible for the investigation and prosecution of criminal cases including drugs, human trafficking, organized crime, terrorism, white collar, immigration, child exploitation, mortgage fraud and general crime. The successful applicant will be responsible for all phases of criminal prosecution to enforce federal laws, including providing guidance to law enforcement officers, initiating criminal charges, conducting grand jury proceedings and felony trials, and handling appeals.

**Qualifications**: This office seeks attorneys who have outstanding legal ability, high moral character, mature judgment, and demonstrated excellence in criminal trials.

Required qualifications: Applicants must possess a J.D. degree, be an active member of the bar (any jurisdiction), and have at least one (1) year post-J.D. experience in the legal field.

Preferred qualifications: Applicants should have legal practice experience related to criminal prosecution. Applicants must demonstrate a quick analytical ability and the facility to accurately and precisely articulate the critical issues involved with a case. Applicants must demonstrate superior oral and writing skills, as well as strong research and interpersonal skills. Applicants must exhibit the ability to work in a supportive and professional manner with the court, other attorneys, support staff and client agencies. Applicants must have demonstrated capacity to function with minimal guidance in a highly demanding environment. Applicants must also demonstrate excellent computer literacy skills to include experience with automated research, electronic court filing, electronic e-mail and word processing systems.

**Travel**: Travel to Rochester Branch Office; New York, NY (appeals); and Columbia, SC (training)

**Salary Information**: Assistant United States Attorneys' pay is administratively determined based, in part, on the number of years of professional attorney experience. The range of basic pay is $44,581 to $117,994, plus locality pay of 16.98%. It is anticipated that the Federal pay freeze will not be extended, and a .5% pay raise will take effect after March 27, 2013.

**Location**: This position is located in Buffalo, New York. For additional information, please visit <http://www.visitbuffaloniagara.com/>

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

Application Process and Deadline Date:

**Provide a resume, writing sample and contact information for three professional references.**

Please send your application package to:

Mary Pat Tyler, Human Resources Officer
United States Attorney's Office, WDNY
138 Delaware Avenue
Buffalo, NY 14202

Application package will also be accepted via e-mail: usanyw.applications@usdoj.gov

**Position is open until filled, with a first cut-off date of February 15, 2013. Selection may be made from applications received by Friday, February 15, 2013.**

**U.S. DEPARTMENT OF JUSTICE
ASSISTANT UNITED STATES ATTORNEY CIVIL DIVISION
UNITED STATES ATTORNEY'S OFFICE
WESTERN DISTRICT OF NORTH CAROLINA
CHARLOTTE, NC
VACANCY ANNOUNCEMENT # 13-WDNC-AUSA-02**

**About the Office**: The United States Attorney's Office for the Western District of North Carolina is based in Charlotte. The District includes a staffed branch office in Asheville; covering the 32 western counties in North Carolina. The Civil Division is charged with defending agencies of the United States, enforcing regulatory agency authority, and recovering funds from violators of the U.S. criminal, regulatory, and civil laws. The office seeks to maintain the highest standard of excellence in the enforcement of federal laws and the representation of the United States.

**Responsibilities and Opportunity Offered**: The United States Attorney is seeking an experienced attorney to serve as an Assistant U.S. Attorney in the Civil Division, Defense Litigation Unit. As a Civil AUSA, this person will be responsible for representing the United States in a wide variety of both defensive and affirmative litigation including employment discrimination, general torts, constitutional torts, bankruptcy, and collections.

**Qualifications**: **Required Qualifications**: Applicants must possess a J.D. degree, be an active member of the bar (any jurisdiction), and have at least three years post-J.D. legal or other relevant experience. Ideal qualifications include at least 3-5 years of experience litigating civil cases in federal courts, with substantial responsibility for all aspects of discovery, trial, and appeals. Applicants should have superior researching, analytical, and writing skills; courtroom experience or other oral advocacy; and the ability to work well in a fast paced professional environment.

**Preferred Qualifications**: Applicants must have a demonstrated capacity to function with minimal supervision in a highly demanding environment, exceptional brief writing and oral advocacy skills, excellent analytical ability, and good judgment. In addition, applicants must exhibit the ability to work with in a supportive and professional manner with other attorneys, paralegals, support staff and client agencies.

Applicants will be expected to do their own legal research and writing and will be substantially self-sufficient in preparing day-to-day correspondence and pleadings. Applicants must also demonstrate excellent computer literacy skills to include experience with automated research on the Internet, electronic court filing, and electronic e-mail and word processing systems.

United States citizenship is required.

**Travel**: Occasional travel inside and outside the District may be required.

**Type of Position**: All initial attorney appointments to the Department of Justice are made on a 14 month (temporary) basis pending favorable adjudication of a background investigation.

**Salary Information**: Assistant United States Attorneys' pay is administratively determined based, in part, on the number years of professional attorney experience. The range of basic pay is *$44,581*to *$117,991* plus 14.16% locality pay.

**Location**: This position is located in our main office in Charlotte, North Carolina.

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

**Application Process and Deadline Date**: Interested applicants should submit a cover letter, resume, and writing sample (please limit to 10 pages or less). **Please indicate vacancy announcement # 13-WDNC-AUSA-02 on the cover letter**. We prefer PDF format and welcome application sent by email. Email your application to: *usancw.staffing@usdoj.gov* Applicants not having internet access may send their applications to:

Paula Fortes-King
Human Resources Officer
United States Attorney's Office
227 West Trade Street, Suite 1650
Charlotte, NC 28202

No telephone calls please. This position will be open until filled; applications must be received by Tuesday March 5, 2013.

**SAUL EWING LLP**

**Job Title: Associate Attorney (Insurance Practice Group)**

**Office(s)**: Harrisburg, PA

**Experience**: 3-6 years

**Qualifications**:

Seeking mid-level associate with 3 to 6 years insurance industry experience. Significant experience with coverage, claims, and operational aspects of insurance required. Litigation and/or regulatory experience a plus. Candidate must have excellent academic record. Pennsylvania Bar required.

**How to apply**:

Qualified candidates should apply online at www.saul.com/careers-opportunities.html

and include a cover letter, resume, transcript and writing sample. Recruiters should contact Meri Kahan at mkahan@saul.com.

**DOMINION**

**Job Title: Senior Counsel**

**Requisition #:**14649BR

**Locations:**Richmond, VA

**All applicants must apply online at**[**www.dom.com/careers**](https://ex2010.asu.edu/owa/redir.aspx?C=8bi0uk7ncEG4v7z0mOEy2_VJ0NpS3M8I8J_0t5riFaqQLoy85L5k3dSFCTkZu-t5rzfYa3duV3o.&URL=http%3a%2f%2fwww.dom.com%2fcareers)

**Job Summary:**

         We are seeking an experienced energy transactional attorney to support the electric and natural gas origination groups within Dominion’s Clearinghouse organization.

         Primary responsibilities will include the review, preparation and negotiation of both physical and financial transaction agreements as well as providing support for all other related matters.

         Additional duties will be providing counsel in regard to risk management/credit matters including the review, preparation and negotiation of guaranty agreements and letters of credit.

**Knowledge, Skills & Abilities**

         7+ years of related experience is required

         The ideal candidate will have an extensive background and experience in energy marketing and trading contracts including NAESB, EEI and ISDA form agreements as well as general experience in RTO and ISO matters.

         This position will be filled at the Senior Counsel level commensurate with qualifications of successful candidate

         Candidates will have a JD with bar admission in good standing in any state, as well as 7+ years of transactional law experience.

**Education:**

         Candidates will have a JD with bar admission in good standing in any state.

**Certifications / Licenses:**

         State law license required