

# Law IN THE FEDERAL GOVERNMENT

## Sample Pre-Law Job Profiles

### PARALEGAL SPECIALIST

**Salary Range:** \$39,000 - \$52,000 per year

**Duty Locations:** Tripler, Hawaii

**Job Description:** The Specialist works with attorneys, economists, paralegals and other agency employees in all divisions of the Federal Trade Commission, which regulates federal antitrust and consumer protection laws.

### LEGAL ASSISTANT

#### OFFICE OF THE GENERAL COUNSEL

**Salary Range:** \$32,000 - \$46,000 per year

**Duty Locations:** Washington, D.C.

**Job Description:** The Legal Assistant works under the direction of the Assistant General Counsel, Regional Advice Branch, and assists with personnel and legal duties. These include conducting legal research, drafting and editing legal memoranda, and attending meetings of the General Counsel's advisory committees to gather information regarding cases and policy issues. Applicants must be currently enrolled in law school, have completed their second year and have successfully completed at least one course in labor law.

## Sample Attorney Profiles

### ATTORNEY ADVISOR

#### SOCIAL SECURITY ADMINISTRATION

**Salary Range:** \$48,000 - \$76,000 per year

**Duty Locations:** Alexandria, VA

**Job Description:** SSA offers protection to low-income people due to retirement, disability or death. Attorney Advisors provide assistance to one or more Administrative Law Judges by giving advice and assistance in pre-hearing development and preparation of cases, as well as post-hearing development. Attorney Advisors also analyze, research and develop cases.

### GENERAL ATTORNEY

**Salary Range:** \$97,000 - \$126,000

**Duty Locations:** Miami, FL

**Job Description:** Combine unparalleled professional challenge with the legendary South Florida lifestyle – join the United States Southern Command. Serve as a financial attorney-advisor in the Office of the Staff Judge Advocate Headquarters.

Search for jobs at: [USAJobs.gov](http://USAJobs.gov)

### FIND AND APPLY FOR FEDERAL JOBS AND INTERNSHIPS ONLINE

**MakingtheDifference.org** provides valuable information and resources about job and internship opportunities in the federal government. On the site you'll find more information about federal agencies, an overview of the benefits of federal service, a directory of federal internships, "hot jobs" and "cool internships," tips for finding and applying for federal jobs, and much more. Plus, you'll see how federal employees are making the difference every day.

**USAJobs.gov** is a great place to begin your job search. It is administered by the U.S. Office of Personnel Management, the federal government's human resources agency, and has a regularly updated list of federal job openings. You can also build your resume and learn about the federal jobs that best match your interests.

## Top 3 Reasons To Practice Public Law

1. Get real-world experience very quickly
  2. Work with a high degree of independence and autonomy
  3. Work on issues of national scope and represent our government instead of private interests
- Plus, that doesn't even take into account the numerous benefits available.

### FEDERAL EMPLOYERS CAN HELP YOU REPAY YOUR STUDENT LOANS

- ★ Agencies are authorized to help repay up to \$10,000 of a loan per year, up to \$60,000 total per employee.
- ★ An employee who receives student loan repayments must commit to remaining in the service of the federal government for at least three years.
- ★ In FY 2007, **33 federal agencies** provided **6,619 employees** with almost **\$42 million** in student loan repayment.

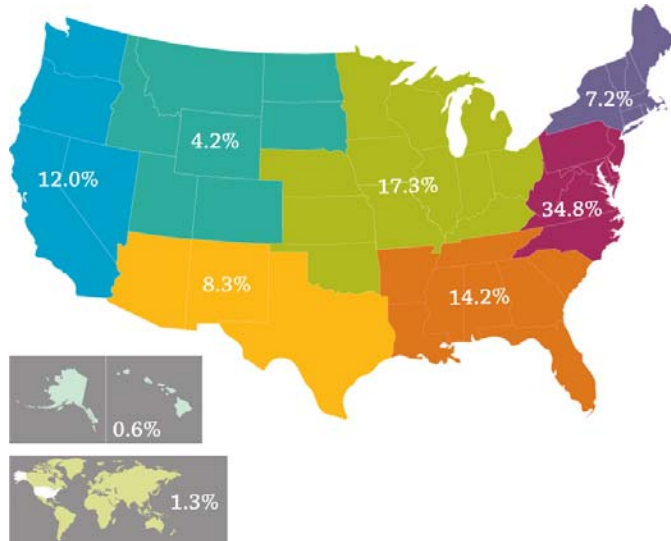
For more information, visit:  
<http://www.opm.gov/oca/pay/studentloan>



PARTNERSHIP FOR  
PUBLIC SERVICE

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[ourpublicservice.org](http://ourpublicservice.org)

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Fedscope, 2008

## Examples of Summer Internships

For outstanding first- and second-year law students at the Office of the General Counsel, the **Department of Commerce's** Summer Legal Internships offer the opportunity to work on a wide range of legal issues under the supervision of senior attorneys.

The **Federal Trade Commission's** summer program is for students who have completed one or more years of law school. Seeking students with an extraordinary level of commitment to enforcing antitrust and consumer protection laws, summer legal positions may be volunteer internships, internships for academic credit or paid internships.

To find specifics, go to each agency's Web site and search for "Summer Legal Internships." An A-Z list of agencies is available at <http://www.usa.gov>.

**Search for internships at:**  
[makingthedifference.org/federalinternships](http://makingthedifference.org/federalinternships)

### WHAT TYPES OF LAW POSITIONS ARE THERE IN GOVERNMENT?

- ★ Administrative Law Judges
- ★ Attorneys
- ★ Claims Examining
- ★ Paralegal Specialist
- ★ Contract Representative
- ★ Hearing and Appeals Specialists
- ★ Legal Instruments Examiners
- ★ Paralegal Specialists
- ★ Patent Attorneys
- ★ Tax Law Specialists
- ★ GAO Evaluators

Find more: [www.usajobs.gov/EI23.asp](http://www.usajobs.gov/EI23.asp)

### TOP AGENCIES FOR LEGAL PROFESSIONALS

Department/Agency	# Positions
Social Security Administration	22,726
Department of Treasury	17,609
Department of Justice	15,615
Department of Veterans Affairs	11,894
Department of Defense	5,383
Department of Homeland Security	2,879
Department of Labor	2,182
Department of State	1,730
Securities and Exchange Commission	1,554
Department of Commerce	1,528
Department of Interior	1,253
Department of Health & Human Services	1,207

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### AVERAGE SALARIES FOR LEGAL PROFESSIONALS

Field	Salary
Administrative Law Judge	\$149,076
General Attorney	\$121,127
Pension Law Specialist	\$102,502
Hearings and Appeals	\$93,576
Estate Tax Examining	\$92,605
Paralegal Specialist	\$77,982
Tax Law Specialist	\$72,605
Worker's Comp. Claims Examining	\$72,003
Law Clerk	\$66,191
Railroad Retirement Claims Examining	\$65,210
Veterans Claims Examining	\$59,177
Clerk of Court	\$53,309

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