

# Law Jobs

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 2008, **35 federal agencies** provided **6,879 employees** with almost **\$51 million** in student loan repayment.

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



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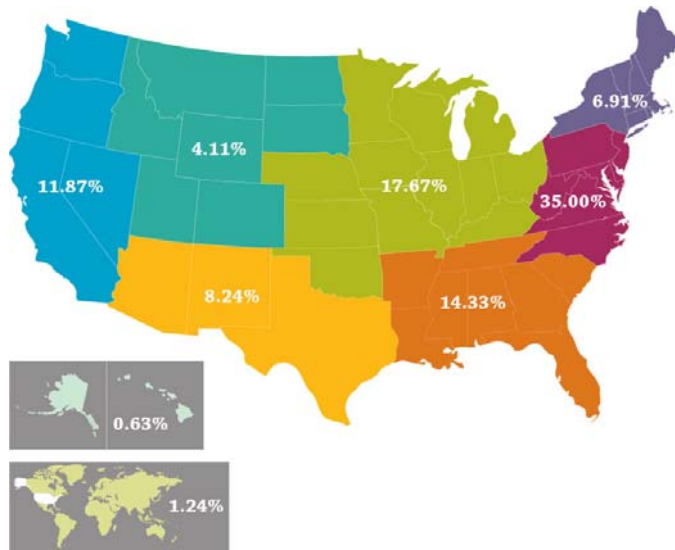
The Partnership for Public Service is a nonpartisan, nonprofit organization that works to revitalize the federal government by inspiring a new generation to serve and by transforming the way government works.  
[ourpublicservice.org](http://ourpublicservice.org)

It's not just making a living, it's making the difference

# Law Jobs

## IN THE FEDERAL GOVERNMENT

### LAW POSITIONS IN THE FEDERAL GOVERNMENT BY REGION



Fedscope, 03/09

#### 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
  - ★ 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	24,017
Department of Treasury	19,455
Department of Justice	16,334
Department of Veterans Affairs	14,585
Department of Defense	5,696
Department of Homeland Security	3,090
Department of Labor	2,227
Department of State	1,902
Securities and Exchange Commission	1,676
Department of Commerce	1,560
Department of Interior	1,249
Department of Health & Human Services	1,232

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### 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)

#### TOP LAW FIELDS

Field	# Positions
General Attorney	30,150
Contact Representative	23,142
Veterans Claims Examining	9,439
Legal Assistance	7,670
Paralegal Specialist	6,410
Claims Assistance and Examining	3,776
Legal Instruments Examining	1,987

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