

# VACANCY ANNOUNCEMENT #22-17

## COURT LAW CLERK

United States District Court | Middle District of Florida  
Orlando Division

### Details

#### Location

Orlando, FL

#### Salary Range

\$64,649.00 to \$108,885.00

#### Term

The position is funded through September 30, 2022, at which time it will convert to a position funded through September 30, 2025.

#### Deadline

Open until filled

#### Interviews

All resumés will be considered when received. Selected interviews will be conducted in Orlando and scheduled until the position is filled.

#### How to Apply

Submit a cover letter with resumé, law school transcript, writing sample and list of three professional references through

[Resume\\_ORL@flmd.uscourts.gov](mailto:Resume_ORL@flmd.uscourts.gov)

### Position Overview

This vacancy is for a court law clerk for the Orlando Division, reporting primarily to United States District Judge Gregory A. Presnell. The Court Law Clerk researches legal issues and drafts proposed orders in complex civil cases for the District judges in the Orlando Division.

The caseload in the jurisdiction is heavy, and the types of cases presented are varied and often involve novel and complex issues of law. Qualified candidates must be capable of producing exceptional work under demanding time constraints.

Although the nature of the job is serious, the work environment is collegial. There is regular interaction with the Judges, law clerks, and other staff concerning legal and court-related issues.

### Minimum Qualifications

At the time of appointment, the applicant must be a law school graduate ranked within the top 15% of his/her class. Participation in law review, moot court, or trial team is helpful. Good character, maturity, and a strong and dependable work ethic are required. The applicant must also possess excellent research, writing, analytical, proofreading, organizational, communication, and word- processing skills. Bar membership and at least one year of post-graduate experience in litigation is preferred.

### Other Information

Employment with the United States District Court offers civil and criminal law experience at the federal court level, and an environment providing significant responsibility and challenge. Visit [OPM.gov](https://www.opm.gov) for more information about available benefits and eligibility. \*This position is only eligible for health benefits until October 1, 2022, at which time full benefits will be available.

Salary is determined by work experience, federal service, and pay history.

Employees are required to use Electronic Fund Transfer (EFT) for payroll deposit. Applicants must be U.S. citizens or eligible to work in the United States. The selected candidate will be subject to a background check as a condition of employment.

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