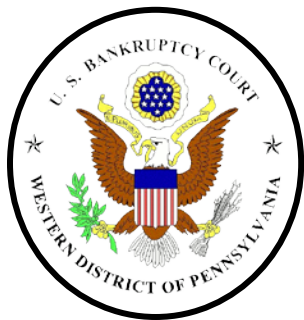


# CAREER OPPORTUNITY

## Judicial Law Clerk - Career Pittsburgh, Pennsylvania JS 11-13, \$62,799 - \$116,358



U.S. Bankruptcy Court  
Western District of  
Pennsylvania

[www.pawb.uscourts.gov](http://www.pawb.uscourts.gov)

U.S. Steel Tower  
54th Floor  
600 Grant Street  
Pittsburgh, PA 15219

An Equal Opportunity  
Employer

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**Position:** Judicial Law Clerk - Career

**Annual Salary:** \$62,799 - \$116,358 (depending upon qualifications and requisite clerkship experience), JS 11-13

**Position Location:** Pittsburgh, PA

**Application Deadline:** Open until filled. However, priority will be given to materials received by May 11, 2018.

**Available:** Negotiable

### **Position Summary:**

The United States Bankruptcy Court for the Western District of Pennsylvania (the "Court") is accepting applications for a full-time Judicial Law Clerk - Career in our Pittsburgh office to work for Judge Gregory Taddonio. The position involves extensive research and writing on a wide range of issues that arise in federal bankruptcy proceedings. The successful candidate will substantively review pleadings, prepare bench memos, and draft orders/opinions on pending matters. Additional legal and administrative duties may be assigned from time to time including: office management, verifying citations, managing the case docket, and preparing case management reports. The promotion potential for this appointment is to JS 14.

### **Requirements:**

For consideration, applicants must be law school graduates with excellent academic records (graduating in the top 15% of their law school class) and possess strong legal research, writing, and analytical skills. Applicants must have at least a minimum of 5-10 years post-graduate legal work experience. A background in commercial bankruptcy is preferred but not required. The ability to communicate effectively both verbally and in writing is critical. The ability to conduct computer-assisted legal research and word processing is also required. Experience with various information technology applications is a plus. Excellent interpersonal and organizational skills, including the ability to manage multiple tasks and work in a small office setting, are essential.

## Judicial Law Clerk - Career, Pittsburgh, Pennsylvania

### **Benefits:**

The selected applicant is eligible for a choice of health, dental and vision insurance coverage from a variety of plans. Participation in the Federal Health Insurance, Life Insurance, Group Long Term Disability, Flexible Spending Plan and Commuter Reimbursement Plans is optional. The selected applicant will be paid ten (10) holidays per year.

### **Miscellaneous:**

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*All applicants must be a U.S. citizen or be eligible to work in the United States.*

*All appointments are subject to FBI Fingerprint Background Check, with periodic reinvestigation, if applicable.*

*All appointments are subject to mandatory electronic funds transfer.*

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Employees of the Court serve under “Excepted Appointment” and are considered “At-Will” employees. This position is considered a sensitive position. Appointment is provisional and retention is contingent upon the successful completion of an appropriate background check.

### **How to Apply:**

Qualified candidates may submit application materials electronically through OSCAR the central online system, at: <https://oscar.uscourts.gov>. At the home page, click on the Registration tab and follow the Applicant instructions. Applicants will be required to submit a cover letter, resume, writing sample, law grade sheet, and three references. Before an offer of employment is made, references must be provided for any current and previous places of employment.

Only qualified applicants will be considered for this position. Participation in the interview process will be at the applicant’s own expense and relocation expenses will not be provided.

The Court reserves the right to modify the conditions of this job announcement, to staff the position or to withdraw the announcement, any of which may occur without prior written or other notice.