

Attorney Advisor, GS-905-11/12/13, potential to GS-15, Ethics Division, Office of the Assistant General Counsel for Administration, Office of the General Counsel, U.S. Department of Commerce, Washington, D.C., Announcement No. OGC-02-14. The position is located in Washington, D.C. **This announcement is open until August 9, 2002.**

The Ethics Division has an opening for an attorney at the GS-11, GS-12 or GS-13 level, depending on experience. (Base annual salary including locality adjustment for GS-11 is \$46,469; for GS-12 is \$55,694, for GS-13 is \$66,229.) Ethics Division attorneys are responsible for advising Commerce employees on ethics regulations, including rules relating to financial conflicts of interest, acceptance of gifts, political activities, and post employment activities. Division attorneys also develop and conduct ethics briefings, and review financial disclosure reports. For this position, prior experience relating to Federal ethics statutes and regulations or related administrative laws is helpful but is not required, except for the GS-13 level. Favorable consideration will be given to academic achievement and/or a strong writing background. Interested persons should send a resume, a transcript of law school grades (if graduated within the last 3 years), a legal analysis writing sample of ten pages or less and, for current or recent Federal Government employees, a most recent performance appraisal to:

Executive Office  
Office of the General Counsel  
U.S. Department of Commerce  
14th and Constitution Avenue, N.W.  
Room 5875  
Washington, D.C. 20230  
Reference: OGC-02-14

Applications may also be submitted electronically to [OGCExecutiveOffice@doc.gov](mailto:OGCExecutiveOffice@doc.gov). Please reference the vacancy announcement number in the subject line in order to ensure that the application is sent to the correct hiring office.

U.S. citizenship is required. Bar membership (any jurisdiction) is required for an appointment for a GS-12 position or above; bar membership is not required for initial appointment to a limited-term GS-11 position, which will be converted to an attorney position upon obtaining bar membership.

The Commerce Department does not condone or tolerate discrimination based on race, color, religion, sex, national origin, age, physical or mental disability or sexual orientation. The Office of the General Counsel provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the

application and hiring process, please notify the Executive Officer at 202-482-0490. The decision on granting reasonable accommodation will be on a case-by-case basis.