

FEDERAL PUBLIC DEFENDER

SOUTHERN DISTRICT OF WEST VIRGINIA

Acting Federal Public Defender
BRIAN J. KORNBATH

First Assistant Federal Public Defender
DAVID R. BUNGARD

Senior Litigator
GEORGE H. LANCASTER, JR.

ROOM 3400, UNITED STATES COURTHOUSE
300 VIRGINIA STREET, EAST
CHARLESTON, WEST VIRGINIA 25301-2523
Phone: (304) 347-3350
Fax: (304) 347-3356
Website: <http://wvs.fd.org>

Assistant Federal Public Defenders
JONATHAN D. BYRNE
LEX A. COLEMAN
RHETT H. JOHNSON
RACHEL E. ZIMAROWSKI
LORENA E. LITTEN

January 7, 2019

POSITION ANNOUNCEMENT 2019-01

INVESTIGATOR

The Federal Public Defender for the Southern District of West Virginia, at Charleston, is accepting applications for the position of Investigator. The Federal Public Defender operates under authority of the Criminal Justice Act, U.S.C. § 3006A, to provide defense services to indigent persons in federal criminal cases and related matters in the federal courts.

Requirements: An applicant must possess a valid driver's license and have 3 years general plus 3 years specialized experience; must be able to travel (including overnight) and work extended hours; demonstrate excellent interpersonal communication skills, oral and written English language skills; possess good judgment, analytical skills, initiative, resourcefulness, tact, and compassion; have a basic knowledge of legal terminology and the legal process; and proficiency in basic computer applications and internet-based research. Fluency in Spanish a plus. Knowledge of Federal criminal justice system and related agencies preferred. Preferred candidate will have the ability to empathize with a client base oftentimes comprised of individuals who are poor, uneducated, exposed to violence and drug and alcohol abuse, and who are under intense pressure while facing serious federal criminal charges. For this reason, the position is open to more than just those with a law enforcement or criminal justice background.

Duties: Duties include identifying, locating, and interviewing witnesses; gathering, analyzing, and summarizing case-related reports and records; serving subpoenas; photographing and sketching crime scenes; writing comprehensive reports; assisting with trial and evidentiary hearing preparation; testifying in court; investigating the client's background; and other duties as needed.

Selection Criteria: The successful applicant must have a demonstrated capacity or aptitude for excellence in trial and appellate practice, a commitment to the representation of indigent accused persons, and sufficient experience to immediately undertake the defense of serious criminal cases in the United States courts. This position also requires excellent research skills; proficiency in computer-assisted legal research; word processing capability; and time management skills. This position also requires the ability to communicate effectively with clients, witnesses, colleagues, staff, and court and agency personnel.

Conditions of Employment: The selected candidate will be subject to a background check or investigation, including an F.B.I. name and fingerprint check and an I.R.S. tax check, and subsequent favorable suitability determination for employment. Employees of the Federal Public Defender Office are in the excepted service, are considered "at-will" employees, and are not covered by the Civil Service Reform Act. This position will be filled subject to the availability of funds.

Salary and benefits: This is a full-time, permanent position, and federal salary and benefits apply. This position is subject to mandatory electronic transfer (direct deposit) of net pay. Salary is based on the Judicial Salary Plan and is commensurate with experience and qualifications (Grade 11-14; \$61,218 to \$103,106).

How to Apply: Qualified persons may apply by submitting a letter of interest, resume, and three professional references to: Federal Public Defender, Attention: Stacy Boggess, U.S. Courthouse, Room 3400, 300 Virginia Street, East, Charleston, WV 25301. Electronic submissions may be sent to wvs_recruiting@fd.org. A report writing sample of an investigation or mitigation you have done will be highly considered.

Posting Date: January 7, 2019; Applications must be received by February 28, 2019. All responses will remain confidential. The Federal Public Defender Office is an equal opportunity employer. Women and minorities are encouraged to apply. This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application or interview process, please contact Administrative Officer Stacy Boggess at 304-347-3350.

The Federal Public Defender is an Equal-Opportunity Employer