



## JUDICIAL STAFF ATTORNEY

Salary: \$45,817.20 (Florida Bar member) or \$41,235.48 (awaiting Florida Bar membership), plus benefits.

The Thirteenth Judicial Circuit is seeking to fill a judicial staff attorney position in Tampa, Florida with an expected start date in summer 2019. The successful applicant will assist state court circuit judges with legal research, drafting of proposed orders and judgments and other related assignments. It is anticipated that the position will be assigned to the Criminal Division, assisting with pretrial and post-conviction relief matters.

Applicants must possess excellent research, writing, proofreading and communication skills. Applicants must also exhibit strong organizational and time management skills and be able to effectively prioritize pending assignments. Discretion, honesty and confidentiality in handling matters before the court are essential.

Graduation from an ABA-accredited law school or enrollment in the final semester or quarter of law school is a requirement for applying. If the successful applicant is not a member of The Florida Bar at the time of hire, he or she must become a Florida Bar member within one year of the hire date.

Applicants must submit a cover letter and a résumé that includes law school class rank. Applicants may also submit a State of Florida employment application and recommendation letters but these items are not required at this time. All application materials should be submitted in one PDF document attachment sent to the circuit's Legal Department at [RecruitmentLegalDepartment@fljud13.org](mailto:RecruitmentLegalDepartment@fljud13.org). **Materials must be received by 12:00 p.m. on Wednesday, June 5, 2019.**

If an accommodation is needed to participate in the application process, please call (813) 272-6330 or use the Florida Relay Service (TTY): 1-800-955-8771, in advance.