



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 two judicial staff attorney positions in Tampa, Florida. The successful applicants will assist state court circuit judges with legal research, drafting of proposed orders and judgments and other related assignments. It is anticipated that both positions 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. A State of Florida employment application may also be submitted but is not required at this time. Application materials should be sent to the circuit's Legal Department at RecruitmentLegalDepartment@fljud13.org or 800 East Twiggs Street, Suite 603, Tampa, Florida 33602. Submission by e-mail, with attachments in Microsoft Word or Portable Document Format (PDF), is preferred. Application materials must include law school class rank. **Materials must be received by 12:00 p.m. on Monday, November 27, 2017.**

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.