



RICHARD SEEBORG
Chief Judge

San Francisco Courthouse
450 Golden Gate Avenue
San Francisco, CA 94102

Oakland Courthouse
1301 Clay Street
Oakland, CA 94612

San Jose Division
280 South 1st Street
San Jose, CA 95113

**Eureka-McKinleyville
Courthouse**
3140 Boeing Avenue
McKinleyville, CA 95519

*The United States District Court
is an equal focused employer.*

CAREER OPPORTUNITY

UNITED STATES DISTRICT COURT, NORTHERN DISTRICT OF CALIFORNIA

Position: Law Clerk for U.S. District William H. Alsup
Salary Range: \$85,508–\$121,873 (commensurate with experience and education)
Classification: JSP-11 through JSP-13
Location: San Francisco, CA

Priority cut-off date is **June 30, 2023**. Interviews may be conducted before the priority cut-off date.

POSITION OVERVIEW

We are looking for a law school graduate for our “criminal” desk beginning approximately on **November 20, 2023, for up to eighteen months** who seeks to gain hands-on experience working for a federal district judge on substantive legal matters, primarily civil motions and trials, as well as the opportunity to witness a wide variety of proceedings. The criminal desk law clerk is responsible for all Judge Alsup’s criminal cases, plus all other civil cases including securities, except intellectual property cases. Bar admission is not a requirement but is preferred. Judge Alsup is a morning person and prefers clerks who are also morning people. He needs clerks with excellent multi-tasking skills, who meet deadlines, and who have good research and writing skills. He gives clerks considerable responsibilities. Also, clerks must love dogs, as our Jack Russell visits and rules chambers!

OTHER INFORMATION FOR APPLICANTS

The successful candidate for this position is subject to a FBI fingerprint check and background investigation (employment will be provisional and contingent upon the satisfactory completion of the required background investigation), must adhere to a [code of conduct](#), and must arrange for direct deposit of federal wages. Travel expenses for interviews or relocations are not available. The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement without prior written or other notice.

Non-citizens may be interviewed and considered for employment, but employment offers will only be made to individuals qualifying under one of the exceptions in 8 U.S.C. § 1324b(a)(3)(B). In most cases, an offer of employment cannot be made unless the candidate is a lawful permanent resident who is seeking U.S. citizenship. Contact Human Resources at 415-522-2147 for more information.

We value diversity and are committed to equity and inclusion in our workplace. The Court encourages applications from all qualified individuals and seeks a diverse pool of applicants in terms of race, ethnicity, national origin, sex, gender identity and expression, sexual orientation, age, languages spoken, veteran’s status, disability, religion, and socio-economic circumstance.

The court provides reasonable accommodation to applicants with disabilities. Notify Human Resources at 415-522-2147 to request a reasonable accommodation for any part of the application or hiring process. Human Resources will determine requests on a case-by-case basis.

APPLICATION PROCEDURE

Please submit a resume, cover letter, writing sample reflecting the applicant's own work, and a law school transcript through OSCAR (<https://oscar.uscourts.gov/>).