

**Job Opportunity
Judicial Law Clerk (Term)
To U.S. Magistrate Judge Mona K. Majzoub
Grade Range: JSP 11– 13 (depending on qualifications)
Starting Salary Range: \$64,453-\$91,864**

*Announcement
Number: 16-21*

*Posted: November 21,
2016*

*Closes: December 21,
2016*

*Location: Detroit,
Michigan*



U.S. District Court
Eastern District of Michigan
www.mied.uscourts.gov

United States District Court
231 W. Lafayette Blvd.
Detroit, MI 48226
Attention: Corinne Lambert
Room 651

Corinne_Lambert@
mied.uscourts.gov
Subject: Term Law Clerk

AN EMPLOYMENT OPPORTUNITY OPEN TO ALL QUALIFIED CANDIDATES.

POSITION SUMMARY

The position of Judicial Law Clerk (Term) to the Honorable Mona K. Majzoub is available in the United States District Court for the Eastern District of Michigan. This position is located in Detroit, Michigan. This term position will commence in September 2017.

QUALIFICATIONS

Qualifications must be met at the time of application.

Applicants must have a Juris Doctor degree. The position requires excellent research and writing skills. Candidate must be hardworking and motivated. Upper one third of law school graduating class, experience on Law Review or Journal, and candidates who have already passed the bar are preferred. Preference will be given to applicants with prior clerkship or post law school experience.

PROCEDURES FOR APPLYING

To be assured consideration, please submit the following single-sided documents **ONLY**: a letter of interest (include announcement number), resume, law school transcript, writing sample, and a completed application (located on the Court website) to Career Law Clerk Corinne Lambert at the address at the left by the closing date. E-mailed documents must be in Word, WordPerfect or PDF format. Zip files and faxes will not be accepted.

Application materials that do not adhere to the Procedures for Applying may not be considered. Applicant materials submitted in addition to the required documents will not be considered or retained. Separate application must be made to individual vacancy announcements.

Only those applicants selected for interview will be contacted. Travel reimbursement in connection with the selection process and/or relocation is not authorized.

An Equal Opportunity Employer

All applicants must be a U.S. citizen or be eligible to work in the United States. All appointments subject to FBI Fingerprint Background Check; with periodic reinvestigation, if applicable. Retention depends upon a favorable suitability determination. All appointments also subject to mandatory electronic funds transfer. All employees are required to adhere to the Code of Conduct for Judicial Employees (available for review upon request). The Court reserves the right to fill more than the advertised number of positions with this announcement, may modify the conditions of this job announcement, or may withdraw the announcement, any of which may occur without prior written or other notice.