

## ATTORNEY ADVISORS GS-905-11-15 (AGCTT - GEN. LAW DIVISION)

Please find the below/attached Public Notice Flyer (PNF) posted on USAjobs for Attorney Advisors GS-905-11 thru GS-14 in support of the U.S. Department of Commerce, the Office of the General Counsel, Office of the Assistant General Counsel for Transactions and Technology, General Law Division. To be considered, please send all documentation specified in the "Required Documents" section to: [GeneralLaw@doc.gov](mailto:GeneralLaw@doc.gov) with the subject line: **Attorney-Advisor - General Law Division. Applicants who are not selected for interviews will not be notified that they have not been selected.** Please click on the below link for additional details.

**JOA Open: April 25 2023**

**JOA Close: May 25, 2023**

**USAjobs Public Notice Link <https://www.usajobs.gov/job/721568400> (OS-OGC-23-PNF-11942726)**

### **Summary**

The Department of Commerce, Office of the General Counsel (OGC) is seeking multiple attorneys to join the General Law Division (GLD). GLD provides legal support and advice regarding diverse legal matters and issues affecting the administrative operations of the Department. Ideal candidates will possess the ability to work efficiently and effectively on a wide variety of legal matters. Please read this Public Notice in its entirety prior to submitting your application for consideration.

### **Responsibilities**

Selected applicant(s) will advise clients at the Department and program level, both in writing and orally, on a wide variety of legal matters, including:

- Appropriations law, including the expenditure of funds; review of non-contractual, non-financial assistance transactions between the Department and other parties; review of potential Antideficiency Act and other violations of law;
- Technical drafting assistance related to budget formulation and statutory construction;
- Intellectual Property, including the creation, usage, licensing, and registration of Departmental marks;
- Vacancies Reform Act, delegations of authority, and Presidential transitions.

Ideal candidates will possess the ability to conduct independent research, review reports of investigation, and synthesize information into well-articulated, cogent legal analysis and recommendations for supervisors and/or clients.

### **GS-11 Level:**

Performs a variety of legal duties such as: researching legal issues which are often factually complex; developing drafts of letters, memoranda, and legal documents for the use by a higher graded attorney;

participating in administrative or judicial hearings; or conducting the preliminary review of applications which pose complex factual and legal questions where the applicant is seeking specific governmental protection or approval.

**GS-12 Level:**

Performs a variety of legal duties such as researching legal issues which are often factually complex; developing drafts of letters, memoranda and legal documents for themselves or a higher graded attorney; participating in administrative or judicial hearings; or conducting the preliminary review of applications which complex or factual and legal questions where the applicant is seeking specific governmental protection or approval. The incumbent is expected to be able to independently present legal conclusions to adjudicatory authorities, high level organizational officials, as well as outside counsel and other interested groups.

**GS-13 Level:**

Performs a variety of legal duties such as researching legal issues which are often factually complex; developing drafts of letters, memoranda and legal documents for themselves or a higher graded attorney; participating in administrative or judicial hearings; or conducting the preliminary review of applications which complex or factual and legal questions where the applicant is seeking specific governmental protection or approval. The incumbent is expected to be able to independently present legal conclusions to adjudicatory authorities, high level organizational officials, as well as outside counsel and other interested groups.

**GS-14 Level:**

As the lead attorney on a particular case which may go to an administrative or judicial hearing or counsel to a major operating program, the incumbent is responsible for the analysis of the legal issue in question, the development of the strategy to deal with the legal issue, and the content and means of delivery of the completed analysis of the legal issue. At this level, the incumbent provides legal advice to high level agency officials and is responsible for effectively presenting the agency position before administrative or judicial bodies. Where the incumbent is reviewing applications for specific governmental approval or protection, they will have final approval authority, and in many cases, will review the work of lower graded attorneys and provide final approval of applications preliminarily approved by the lower graded attorney.

**GS-15 Level:**

Serves as the lead attorney on a particular case or legal issue characterized by one or more of the following: 1) extremely complex difficult legal or factual issues requiring a high order or legal endeavor with the incumbent often having to balance conflicting interests; 2) matters that can have the effect of substantially broadening or restricting the activities of an agency or have an important impact on major industry whose economic position affects the health and stability of the general economy; 3) the matter involves, directly or indirectly, very large sums of money and are frequently vigorously contested by extremely capable legal talent OR counsel to a major operating program posing complex legal questions. Provides legal advice, representation and services to various bureaus within the Department with respect to complex and difficult questions of law; responsible for analysis of the legal issue in question, the development of the strategy to deal with the legal issue, and the content and means of delivery of

the completed analysis of the legal issue. At this level, the incumbent typically deals with the top management of their agency as well as the top management and/or attorneys of other private and public organizations; as an expert in the procedural and substantive aspects of the law the incumbent may provide technical guidance to junior attorneys and influence policies.

**This Job Opportunity Announcement may be used to fill other Attorney Advisor GS-0905-11/12/13/14/15 FPL-15 positions within the Office of the Secretary in the same geographical location with the same qualifications and specialized experience.**

**Full Performance Level (FPL) is GS-15**