

Office of the Chief Counsel for International Commerce  
U.S. Department of Commerce

**Vacancy Announcement**

**Job Summary:**

The Office of the General Counsel is seeking a GS-12 or GS-13 International Attorney-Advisor in the Office of the Chief Counsel for International Commerce (OCC/IC). OCC/IC provides programmatic legal advice and support to the Department of Commerce, particularly the International Trade Administration, in support of the Department's work in promoting international trade, opening foreign markets, ensuring compliance with international trade agreements, promoting investment in the United States, and supporting U.S. commercial interests abroad. OCC/IC attorneys work on diverse legal issues including international trade, investment, competition, intellectual property, anticorruption and transparency, and export promotion matters. Attorneys in the office support the negotiation and implementation of international trade and investment agreements, work on ensuring that foreign countries are complying with these agreements, and provide legal support to a wide variety of ITA trade and investment promotion programs.

**Major Duties:**

The attorney serving in this position will provide legal advice and support to the International Trade Administration on U.S. and international law as they impact U.S. international trade, investment, intellectual property, competition, anticorruption, and/or export promotion matters. The attorney's work will involve legal review and advice on the scope of ITA's authorities, administrative policies, program initiatives, agreements, export promotion activities, and supporting the development of commercial rule of law in foreign countries; the attorney must be able to assess legal risks and develop solutions to control or minimize those risks.

**Position Requirements:**

Citizenship: Must be a U.S. citizen.

Education: Must have graduated from an ABA-accredited law school with a J.D. degree.

Bar Membership: Mandatory. Applicant must be an active member in good standing of the bar of a state of the United States, the District of Columbia, or the Commonwealth of Puerto Rico.

Must meet these minimum qualifications of professional legal experience following law school and should have successfully completed law school courses in at least one of the following areas: international trade, international business transactions, international law, international

investments, international dispute resolution, intellectual property law, comparative law, administrative law, and competition law.

For GS-12: J.D. degree, bar membership and one to three years of professional attorney experience involving the analysis of U.S. trade, commercial and administrative law and international law.

For GS-13: J.D. degree, bar membership and at least three years of professional attorney experience involving the analysis of U.S. trade, commercial and administrative law and international law.

Security Clearance: This position requires a security clearance. Any required investigations and clearances must be completed by the selectee before a tentative offer of employment can be extended. The official job offer is **contingent upon** obtaining a favorable background investigation for placement/retention in the position.

Occasional international travel

Also considered desirable factors are: a record of strong academic achievement in economics, business, and comparative politics/international relations; interest in international relations; fluency in a foreign language; excellent oral communication skills; strong writing and research skills; and ability to handle a wide range of international trade, export promotion, international business transaction, international investment and competition matters. Excellent people skills are an absolute must, as the attorney must work effectively with fellow attorneys and a large number of different clients. Candidate must have the ability to assimilate large amounts of material quickly and the ability to balance a diverse workload.

#### **Required documents:**

1. A legal writing sample (of 10 pages or less preferably on international trade, investment or intellectual property);

2. Most recent performance appraisal, if applicable;

3. A transcript of law school grades.

4. Candidate should submit a narrative statement or in her or his resume should reflect enough detail to support possession of the following knowledge, skills, and abilities (KSAs):

(1) Knowledge of international trade, investment, and commercial law.

(2) Knowledge relevant to work as program counsel, including relating to administrative law.

(3) Demonstrated ability to conduct and direct complex legal research on domestic and international legal issues.

(4) Demonstrated ability to write clearly, concisely and persuasively, with particular emphasis on the ability to analyze and explain complex legal issues.

(5) Demonstrated ability to orally communicate complex legal principles succinctly and clearly to senior management and bureau clients.

**Deadline:**

Send applications via email to [occic@doc.gov](mailto:occic@doc.gov) or via fax to (202) 482-2111. Applications must be received by close of business on November 13, 2015.