

**JOB ANNOUNCEMENT INTERNAL/EXTERNAL**

**TRIAL COURT STAFF ATTORNEY (Clearwater Circuit Criminal)  
(CTA/C120 Pinellas County-funded position)**

**Office of the Court Counsel  
Sixth Judicial Circuit**

**Description of Work:** This is professional and highly responsible work conducting legal research activities primarily at the circuit court level. Work involves considerable interpretation and judgment in the analysis of legal issues in the area of criminal law. Work involves pre-trial and trial matters but the largest concentration of work is on postconviction matters. Job duties include but are not limited to conducting research, drafting court orders and memoranda of law, and orally advising judges on research. All work is performed under the supervision of the senior staff attorney, criminal division. The Staff Attorney may also receive assignments from the Senior Staff Attorney or Court Counsel. Assignments may be oral or in writing; the Staff Attorney must also independently evaluate incoming postconviction motions and take appropriate action to ensure they are timely addressed. Work is under the general supervision of the Senior Staff Attorney. Contacts are primarily with the judges and court staff. Work is reviewed through observation of results obtained, judicial feedback, and periodic conferences and performance reviews.

**Minimum Training and Experience Required:** Graduation from an accredited law school and membership in The Florida Bar, although persons who are currently pursuing membership are eligible to apply but will be required to attain Florida Bar membership within one year of appointment. Applicants must be computer literate and able to do their own word processing.

**Location:** Pinellas County Justice Center, 14250 49<sup>th</sup> Street North, Clearwater, FL 33762

**Salary:** Florida Bar Member - \$1,762.20 bi-weekly plus County benefits  
Not yet a Florida Bar Member - \$1,585.98 bi-weekly plus County benefits

**Submit a Sixth Judicial Circuit application, cover letter, résumé, and a legal writing sample that does not exceed 7 pages to:**

Sixth Judicial Circuit, Pinellas County Justice Center  
Human Resources, Suite 2H  
14250 49th St. N.  
Clearwater, FL 33762

Or via email to: [SixthCircuitHR@jud6.org](mailto:SixthCircuitHR@jud6.org)

**The Sixth Judicial Circuit Application is available via Internet at: [www.jud6.org](http://www.jud6.org)**

**APPLICATION DEADLINE: March 29, 2019 at 5:00pm**

Equal Opportunity and Diversity Employer  
Drug-free Workplace

ANY PERSON WITH A DISABILITY WHO REQUIRES A SPECIAL ACCOMMODATION TO PARTICIPATE IN THE APPLICATION/SELECTION PROCESS SHOULD CALL THE HUMAN RESOURCES DEPARTMENT AT (727) 453-7165 IN ADVANCE.