

ATTORNEY VACANCY ANNOUNCEMENT

The Office of the General Counsel at the U.S. Department of Health and Human Services is currently seeking applications for a General Attorney Advisor position in its San Francisco office.

Who May Apply: This vacancy announcement is open to all U.S. citizens and may be used to fill multiple positions.

DUTY STATION: San Francisco, CA

SERIES & GRADE: GS-0905-11/14

SALARY RANGE: \$81,338 - \$176,300

OPEN PERIOD: OPEN UNTIL FILLED

JOB SUMMARY:

The Office of the General Counsel (OGC) at the U.S. Department of Health and Human Services (HHS) is seeking an attorney to join its Region IX - San Francisco office. OGC-Region IX provides comprehensive legal services to almost all components within HHS.

OGC is an equal opportunity employer, and we encourage applications from a diverse pool of high-quality candidates.

For additional information about OGC's mission, please visit our website at:

<http://www.hhs.gov/ogc/index.html>

DUTIES:

This is a General Attorney Advisor position in the HHS San Francisco Regional Office. The attorney will be expected to provide a variety of legal services to one or more Department components in the region, including the Centers for Medicare and Medicaid Services, the Office for Civil Rights (OCR), and the Indian Health Service (IHS), on matters which often require coordination with other components of the Department, other OGC offices, or the U.S. Department of Justice. Attorneys may represent the agency in litigation against hospitals, nursing homes, health plans, clinical laboratories, and other health care providers to enforce compliance with federal requirements; aid in the recovery of misspent Medicare, Medicaid, and federal grant funds; counsel health care providers and administrators at over 20 IHS-operated hospitals and health care facilities throughout the region on a range of issues related to patient care and hospital operations; advise OCR in the investigation and resolution of unauthorized uses and/or disclosures of personal health information by health care entities; and represent the agency in hearings before the Equal Employment Opportunity Commission, the Merit Systems Protection Board, and the National Labor Relations Board. Attorneys must be able to work independently and as a team with the 400+ OGC colleagues across the nation. Demonstrated experience or familiarity in federal court or administrative litigation or negotiations and/or a government law background would be helpful.

This position will be filled at the GS-11, GS-12, GS-13, or GS-14 level (\$81,338 - \$176,300) depending on experience and qualifications. The positions will be located in San Francisco, CA. Reimbursement for relocation expenses is not available.

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QUALIFICATIONS REQUIRED:

Your resume and supporting documentation will be used to determine whether you meet the position qualifications listed on this announcement. Salary will be commensurate with education and experience.

The following are required qualifications:

- ✓ You must possess a Juris Doctor (J.D.) from an accredited ABA law school.
- ✓ Have at least (3) three years of experience after law school as a practicing attorney.
- ✓ Possess proof that bar status is active, in good standing and eligible to practice before the highest court of a State, U.S. Commonwealth, U.S. Territory, or the District of Columbia.
- ✓ Possess substantial familiarity in one or more of the following areas: civil litigation, employment law, or health care law.

CONDITIONS OF EMPLOYMENT:

- ✓ Must maintain active bar membership in good standing and be eligible to practice law before the highest court of a State, U.S. Territory, U.S. Commonwealth, or the District of Columbia.
- ✓ Must submit official law school transcripts.
- ✓ **Security and Background Requirements:** If not previously completed, a background security investigation will be required for all appointees. Appointment will be subject to the applicant's successful completion of a background security investigation and favorable adjudication. Failure to successfully meet these requirements may be grounds for appropriate personnel action. In addition, if hired, a background security reinvestigation or supplemental investigation may be required at a later time. Applicants are also advised that all information concerning qualifications is subject to investigation. False representation may be grounds for non-consideration, non-selection, and/or appropriate disciplinary action.
- ✓ **E-Verify:** If you are selected for this position, the documentation that you present for purposes of completing the Department of Homeland Security (DHS) Form I-9 will be verified through the DHS "E-Verify" System. Federal law requires DHS to use the E-Verify System to verify employment eligibility of all new hires and as a condition of continued employment obligates the new hire to take affirmative steps to resolve any discrepancies identified by the system. The U.S. Department of Health and Human Services is an E-Verify Participant.
- ✓ **Direct Deposit:** Federal employees are required to have Federal salary payments made by direct deposit to a financial institution of their choosing.
- ✓ A confidential OGE Financial disclosure statement will be required.
<https://www2.oge.gov/web/oge.nsf/Resources/Financial+Disclosure>
- ✓ Two-year trial period may be required.
- ✓ Travel, transportation, and relocation expenses will not be paid.
- ✓ This position is not in a bargaining unit.
- ✓ Multiple selections may be made from this announcement.

In accordance with Executive Order 12564 of September 14, 1986, The Department of Health and Human Services (HHS) is a Drug-Free Federal Workplace. The Federal government, as the largest employer in the Nation, can and should show the way towards achieving drug-free workplaces through programs designed to offer drug users a helping hand, and at the same time demonstrating

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to drug users and potential drug users that drugs will not be tolerated in the Federal workplace. The use of illegal drugs, on or off duty, by Federal employees is inconsistent not only with the law-abiding behavior expected of all citizens, but also with the special trust placed in such employees as servants of the public. Applicants tentatively selected for this position may be required to submit to urinalysis to screen for illegal drug use prior to appointment and be subject to reasonable suspicion and post-accident drug testing upon hiring. If required to submit to urinalysis, the appointment to the position will be contingent upon a negative applicant drug test result. In order to demonstrate commitment to the HHS goal of a drug-free workplace and to set an example for other Federal employees, employees not in a testing designated position may volunteer for unannounced random testing by notifying their Drug-free Federal Workplace Program Point of Contact upon hiring.

INSTRUCTIONS TO APPLY:

Please submit the following documents to OGCR9Hiring@hhs.gov to receive full consideration:

- ✓ Cover letter detailing your interest in the position and highlighting any relevant experience
- ✓ Resume (must include education, including name of undergraduate and law school, degree received, and date graduated; date admitted to bar and jurisdiction; a general description of all past employment relevant to the practice of law, including dates of employment)
- ✓ Legal writing sample (3-5 pages preferred)