



Second District Court of Appeal

**Law Clerk to the
Honorable J. Andrew Atkinson**

Open Until Filled

February 2, 2018

- POSITION TITLE:** Law Clerk
- POSITION NUMBERS:** 000084, 011575
- ANNUAL SALARY:** \$45,817.20 - \$59,607.00 (Actual position classification and beginning salary based on experience.)
- LOCATION:** Tampa
- EDUCATION AND EXPERIENCE:** Graduation from an accredited law school. Past participation in law review or law journal is strongly preferred.
- KNOWLEDGE, SKILLS, & ABILITIES:** Excellent legal research, writing, and editing skills. Keen attention to detail. Ability to perform thorough legal analysis and clearly communicate legal concepts verbally and in writing. Good time management skills and the ability to work independently while maintaining collegial relationships with others. Comprehensive working knowledge of Microsoft Word. Must exercise discretion, maintain confidentiality, and handle matters before the court with honesty and impartiality.
- HOW TO APPLY:** Submit a cover letter, resume, and self-edited writing sample by e-mail to 2DCA_HR@flcourts.org. Please note "Law Clerk2" in the subject line of your e-mail.

All offers of employment will be conditioned upon a satisfactory criminal history check.

Equal Opportunity Employer: We do not discriminate on the basis of race, religion, color, sex, age, genetic information, national origin, or disability.
Florida Relay Service (Voice) 800-955-8770, (TDD) 800-955-8771.