

**SOCIAL SECURITY ADMINISTRATION  
OFFICE OF THE GENERAL COUNSEL**

**RECRUITING BULLETIN**

**Recruiting Bulletin Number:** OGC-23-04

**Job Title:** Criminal Fraud Attorney

**Agency:** Social Security Administration

**Opening Date:** April 20, 2023

**Closing Date:** May 20, 2023

**Series & Grade:** GS-905-12/13/14

**Position Information:** Full Time-Excepted Service Permanent

**Duty Location:** U.S. Attorney's Office, Miami, FL

**Language Preference:** Spanish fluency is preferred, but not a requirement

**Who May Be Considered:** United States Citizens and Nationals (Residents of American Samoa and Swains Island)

**Job Summary:**

Social Security touches the lives of millions, providing vital services and a social safety net through retirement, disability, survivor, and other benefits. Join the talented and dedicated attorney team supporting these services in the Office of the General Counsel (OGC) of the Social Security Administration (SSA). In addition to the opportunity to handle meaningful and challenging legal work, we offer comprehensive benefits and a professional, team-oriented work environment.

OGC criminal fraud attorneys investigate and prosecute criminal violations that undermine SSA programs. Attorneys are sworn in as Special Assistant U.S. Attorneys and are assigned to, and work in, a United States Attorney's Office (USAO). They work closely with the Office of the Inspector General and other law enforcement agencies. Attorneys are responsible for all stages of the criminal judicial process, including grand jury proceedings; indictments; motion practice; plea negotiations and hearings; jury trials; and sentencing hearings. Attorneys have significant responsibility for their own caseloads, but also receive intensive mentoring, training, and support through OGC and the USAO.

Candidates should have a strong desire to serve the public; have excellent research, writing and communication skills; and have strong litigation experience or aptitude. We encourage candidates with diverse backgrounds, qualities, and experiences to apply.

**Salary:** GS-12 \$82,830 – \$114,741 (BASE PAY)  
GS-12 \$88,262 - \$113,032 (BASE PLUS LOCALITY PAY)

GS-13 \$98,496- \$128,043 (BASE PAY)  
GS-13 \$104,955- \$136,440 (BASE PLUS LOCALITY PAY)

GS-14 \$116,393- \$151,308 (BASE PAY)  
GS-14 \$124,026- \$161,231 (BASE PLUS LOCALITY PAY)

We will consider individuals for the GS-12, GS-13 or GS14 level based on qualifications and/or experience. NOTE: This is **NOT** a career ladder position.

**Required Qualifications:**

Applicants **must hold a law degree** from a School of Law accredited by the American Bar Association. Applicants must be a member **in good standing** of the Bar of a State, the District of Columbia, or the Commonwealth of Puerto Rico. Applicants must provide one of the following to show that they are a member in good standing of the Bar of a State, the District of Columbia, or the Commonwealth of Puerto Rico.

1. An original or copy of a Certificate of Good Standing from the clerk of the highest court (e.g., Supreme Court) of the state having authority over admission to practice law in the jurisdiction where the applicant is admitted; or
2. An original or copy of a Certificate of Good Standing from the State Bar Association of the state/jurisdiction where the applicant is admitted; or
3. A copy of a bar membership card with a valid date that shows a current bar membership.

An example of #1 or #2 would be the certificate of admission an applicant received upon his/her swearing-in ceremony from the clerk of the highest court of the state having authority over admission to practice law in the jurisdiction where admitted, or from the State Bar Association of the state where admitted. For purposes of applying, we only require proof that an applicant is a member in good standing of the Bar of a State, the District of Columbia, or the Commonwealth of Puerto Rico. Once selected for the position, an applicant must provide proof of an ACTIVE bar membership before he/she can enter on duty. Holding an ACTIVE bar membership is a continuing requirement of the position. You can provide #3 above both as proof of membership in good standing, and as proof of an ACTIVE bar membership.

Applicants **MUST** meet all eligibility requirements on or before the closing date of the announcement to be considered for the position.

SSA has discretion to determine what grade level and salary may be offered.

## **Benefits:**

A career with the U.S. Government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding.

**Review our benefits here:** <https://www.opm.gov/healthcare-insurance/Guide-Me/New-Prospective-Employees/>

Please review the Social Security Administration Careers site at [www.ssa.gov/careers](http://www.ssa.gov/careers) for additional information about the many benefits of a career with Social Security.

Some of the benefits SSA employees enjoy include:

- 13 vacation days a year (20 days after 3 years, 26 days after 15 years)
- 13 days accrued sick leave each year
- 10 paid Federal holidays
- Competitive life insurance and medical, dental, and vision insurance coverage options (the Government pays a portion of the costs)
- Cash awards for exemplary work performance
- Pension benefits under the Federal Employees Retirement System
- An optional tax-deferred Thrift Savings Plan (similar to 401K), with Government match of employee contributions up to 5 percent of salary
- Bar dues and CLE reimbursements
- An Employee Assistance Program
- Fitness/wellness programs
- Childcare and elder care services
- OGC is a Public Service Loan Forgiveness (PSLF) eligible employer.

## **Other Information:**

Language Preference: Spanish fluency is preferred, but not a requirement.

This job is being filled by an alternative hiring process and is not in the competitive civil service. This is a permanent, excepted service position that is being filled on a full-time basis.

As a condition of employment, male applicants born after December 31, 1959, must certify that they have registered with the Selective Service System, or are exempt from having to do so under the Selective Service Law.

Occasional overnight travel is required.

**Relocation expenses will not be paid.**

Smoking is not allowed in SSA facilities.

Veterans who are preference-eligible or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous service may apply. This includes veterans who were separated a few days before the full 3-year period.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor. This agency provides assistance to applicants with disabilities where appropriate. If you need assistance completing the application, please email the agency at [OGC.Fraud.Attorney.Recruitment@ssa.gov](mailto:OGC.Fraud.Attorney.Recruitment@ssa.gov)

### **How to Apply:**

Please submit the required documents and information requested below.

**Please note that this announcement is open to attorneys who are active members of a bar in good standing only.**

1. Cover Letter (include the vacancy announcement number)
2. Résumé, which should provide: 1) personal information (full name, mailing addresses, work and home phone numbers); 2) education; 3) work experience (paid and unpaid, including clerkships/internships). Show job title, including series and grade if Federal employment, detailed duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates (mm/dd/yy), hours per week, and salary; 4) other qualifications (skills, certifications/licenses, honors, awards, special accomplishments, and job-related training courses). Please note that providing the mm/dd/yy for all work experience is critical for evaluating your application. If actual dates are not known, provide your best-estimated timeframes.
3. J.D. Law school transcript only (Unofficial transcripts are acceptable; Self-Prepared transcripts are **NOT** acceptable)

4. Proof that you are a member in good standing of the Bar of a State, the District of Columbia, or the Commonwealth of Puerto Rico. Acceptable forms of proof are:
  - A. An original or copy of a Certificate of Good Standing from the clerk of the highest court (e.g., Supreme Court) of the state having authority over admission to practice law in the jurisdiction where the applicant is admitted; or
  - B. An original or copy of a Certificate of Good Standing from the State Bar Association of the state where the applicant is admitted; or
  - C. A copy of a bar membership card with a valid date that shows a current bar membership.

An example of A or B would be the certificate of admission an applicant received upon his/her swearing-in ceremony from the clerk of the highest court of the state having authority over admission to practice law in the jurisdiction where admitted, or from the State Bar Association of the state where admitted.

For purposes of applying, we only require proof that an applicant is a member in good standing of the Bar of a State, the District of Columbia, or the Commonwealth of Puerto Rico. Once selected for the position, an applicant must provide proof of an ACTIVE bar membership before they can enter on duty. Holding an ACTIVE bar membership is a continuing requirement of the position. You can provide C above both as proof of membership in good standing and as proof of ACTIVE bar membership.

5. If applicable, proof of veteran's preference (DD-214 member 4 copy). This document **MUST** show character of service. If you are claiming 10-point preference, you **MUST** also submit with your DD-214 a completed SF-15 along with the required documentation specified on the reverse side of the SF-15. Preference will be granted based on the documents received.
6. **One current** substantive legal writing sample that reflects your own work, **no more than 20 pages in length**. Your sample **must** be sanitized or redacted to prevent possible Privacy Act violations. Writing samples will be critiqued based on your ability to analyze a legal problem and clearly and concisely articulate legal rationale.
7. If applicable, all current **excepted** service employees and former **excepted** service employees eligible for reinstatement **MUST** submit a copy of their last SF-50 (Notification of Personnel Action) showing Excepted Service career, career-conditional, or reinstatement eligibility and showing highest grade held.

**Application packages must be sent electronically to**  
OGC.Fraud.Attorney.Recruitment@ssa.gov.

Your application package must be sent electronically to and received in the mailbox no later than 11:59 p.m. PST, on the day that the announcement closes.

**For additional information about this position, please forward your inquiries to [OGC.Fraud.Attorney.Recruitment@ssa.gov](mailto:OGC.Fraud.Attorney.Recruitment@ssa.gov).**

**FACSIMILIE APPLICATIONS WILL NOT BE CONSIDERED.**

**WHAT TO EXPECT NEXT:**

Applicants considered for selection may be required to provide additional writing samples or official transcripts. Reference checks and background investigations will be necessary for selected candidates.