



**U.S. Department of Justice  
United States Attorney  
Northern District of Georgia**

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**Interviewing with the U.S. Attorney's Office (NDGA)**

The following is a brief overview of what to expect if you are selected for an interview with the U.S. Attorney's Office for the Northern District of Georgia. Please note that this process may vary depending on the position and particular circumstances.

When you arrive, you will meet with the office's Hiring Committee, which consists of Assistant U.S. Attorneys from the different sections of the office. Depending on schedules, there may be up to eleven AUSAs present for the interview.

The members of the committee will ask you questions designed to learn about your knowledge, skills, abilities, judgment, ethics, commitment to public service and other aspects relevant to the position for which you are applying. During the interview, one of the committee members will read a hypothetical problem and you will be asked to opine as to how you would handle the problem. You will also be asked to explain why you want to be an AUSA in the Northern District of Georgia. At the end of the interview, you will be given the opportunity to ask questions; however, you do not need to do so. Most interviews last around thirty to forty minutes.

After the committee finishes all of the candidate interviews, it will make recommendations to the U.S. Attorney, who will choose which of the interviewees to bring back for a second-round interview. If you are selected for a second-round interview and do not reside in the Atlanta area, your travel costs will be covered by our office.

Prior to a candidate's second-round interview, the hiring committee members will call the references provided by the candidate and summarize the information obtained from those calls in a memorandum for the U.S. Attorney. It is strongly recommended that the candidate include at least one current supervisor as a reference.

Additionally, each candidate selected for a second-round interview will have 72 hours to complete a closed universe writing sample, which will be emailed to him or her (with instructions). The U.S. Attorney will review and evaluate the writing samples "blind," i.e., without knowing which candidate wrote each sample.

The second-round interview will be conducted by the U.S. Attorney along with some of the deputies and section chiefs from our office. Usually, the U.S. Attorney will make a selection decision after the second-round interview; however, on occasion, the U.S. Attorney may wish to bring a candidate back for a third interview. The selectees will be notified of the decision by telephone.

If you have any further questions, you may contact Denise Baker at (404) 581-6348.