

What is a United States Attorney's Office?

United States Attorneys serve as the nation's principal litigators under the direction of the United States Attorney General. Each U. S. Attorney is the chief law enforcement officer within the Federal District in which they are appointed. There are 93 U.S. Attorneys stationed in 94 Federal Districts throughout the United States, Puerto Rico, the Virgin Islands, Guam, and the Northern Mariana Islands. Each U.S. Attorney has a staff composed of lawyers and support personnel such as paralegals and legal assistants. Collectively, the U.S. Attorneys and their staffs are referred to as the United States Attorneys' Offices or USAOs.

USAOs conduct most of the trial work in which the United States is a party. The U.S. Attorneys have three statutory responsibilities under Title 28, Section 547 of the United States Code: the prosecution of criminal cases brought by the Federal government; the prosecution and defense of civil cases in which the United States is a party; and the collection of debts owed the Federal government which are administratively uncollectible.

Organization of USAOs*

Most USAOs have the following sections:

- **Administrative Office** – provides support in the areas of human resources, budget, information technology, and logistics
- **Appellate Division** – handles all appellate cases
- **Civil Division** – prosecutes and defends civil cases for the federal government
- **Criminal Division** – prosecutes federal crimes
- **Financial Litigation Unit** – collects debts owed to the federal government
- **Victim Witness/Law Enforcement Coordinating Committee** – works to improve communication and cooperation among numerous agencies and aid in law enforcement

U.S. Department of Justice Executive Office for U.S. Attorneys

EEO and Diversity Management Staff
175 N Street, NE, Suite 5.1600
Washington, DC 20530
(202) 252-1450

Employment Opportunities

Executive Office for
U.S. Attorneys
U.S. Attorneys' Offices



Why Join a USAO?

USAOs handle a significant portion of the criminal prosecution and civil litigation on behalf of the Department of Justice and federal agencies.

Criminal Work

The coordination of investigations and prosecution of a wide range of criminal activities, including violent crime, terrorism, organized crime, computer fraud, environmental crime, public corruption, health care fraud, firearms violations, drug trafficking, money laundering, financial institutions fraud, asset forfeiture, and child support enforcement.

Civil Work

Initiating affirmative litigation and other civil cases to assert and protect the interests of the United States through the enforcement of environmental, public safety, health care, fair housing, and Government program fraud laws; defending the interests of the Government in lawsuits filed against the United States, such as tort and employment discrimination claims against federal agencies, and judicial review of various administrative rulings; enforcing the financial and property interests of the Federal Government in civil and criminal collections, real estate foreclosures, and bankruptcy proceedings.

Benefits of Government Service

- Trial Experience
- Professional training at the National Advocacy Center
- Federal Employee Retirement System Thrift Savings Plan
- Health and Life Insurance
- Federal Holidays
- Annual Leave/Sick Leave

How to Apply?

Please apply directly to positions in which you are interested by following the instructions listed in each vacancy announcement.

- All attorney and Law Student Opportunities are listed on DOJ's Legal Careers website <https://www.justice.gov/legal-careers>, or
- Apply through some of the USAO websites <https://www.justice.gov/usao/about/usattorneys.html>, or
- Go to Department of Justice website <https://www.justice.gov/careers>, or
- Search the USAJOBS database <https://www.usajobs.gov/>

Student Programs and Internship Opportunities

- **Summer Law Intern and Volunteer Legal Intern Programs** — The Summer Law Intern Program is open to law students during the summer between the second and third years of law school. The EOUSA/USAOs also hire volunteer legal interns for both the academic year and the summer. Visit <https://www.justice.gov/legal-careers/law-students> or contact the Office of Attorney Recruitment and Management at AskOARM@usdoj.gov or (202) 514-8900.
- **Presidential Management Fellows (PMF) Program** — A two-year paid internship with an Executive Agency, available to students who have just completed a master's or doctoral-level degree from an accredited college or university. The Executive Office for United States Attorneys hires PMFs. For more information, see <https://www.pmf.gov/>.

Job Opportunities and Qualifications

- **Experienced Attorneys** — As a general rule, an attorney who is an active member of the bar of any U.S. jurisdiction and has at least one year post-J.D. legal or other relevant experience is eligible for an experienced attorney position. Nevertheless, some attorney positions require greater experience and additional eligibility criteria. Visit <https://www.justice.gov/legal-careers/opportunities-experienced-attorneys>
- **Attorney General's Honors Program** — For entry level attorney positions in DOJ organizations, visit <https://www.justice.gov/legal-careers/entry-level-attorneys>
- **Information Technology Jobs** — At least one year of general experience or two years of education beyond high school (for a General Schedule); background investigation; drug test. The pay scale is the General Schedule.[†]
- **Paralegal Assistants and Support Personnel** — General Schedule Qualifications; background investigation; drug test. The pay scale is the General Schedule.[†]

The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination based on sex, sexual orientation, color, race, religion, national origin, political affiliation, marital status, disability, age, status as a parent, gender identity, genetic information, retaliation, or any other non-merit factor.

*For a full list of the USAOs, please go to <https://www.justice.gov/usao/us-attorneys-listing>

[†] See General Schedule pay tables at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/>