

**U.S. DEPARTMENT OF JUSTICE
CRIMINAL DIVISION
OFFICE OF OVERSEAS PROSECUTORIAL DEVELOPMENT, ASSISTANCE &
TRAINING
TRIAL ATTORNEY / GS-14 to GS-15
PROGRAM MANAGER -MEXICO**

The Office seeks an experienced Department attorney or Assistant United States Attorney to serve as Headquarters Program Manager for the Department's assistance program in **Mexico City, Mexico**. The assignment is for a term of one year with the possibility of an extension for another year, contingent on the availability of funds. **(This is a reimbursable detail).**

About the Office:

The mission of the Criminal Division's Office of Overseas Prosecutorial Development, Assistance and Training (OPDAT) is to develop and administer technical and developmental assistance designed to enhance the capabilities of foreign justice sector institutions and their law enforcement personnel, so those institutions and their personnel can more effectively combat terrorism, organized crime, corruption, financial crimes, trafficking in persons and other types of crime, in a manner consistent with the rule of law, and can more effectively cooperate regionally and with the United States in combating such crime.

Responsibilities and Opportunities Offered:

The Program Manager and staff will carry out foreign criminal justice sector development and technical assistance programs and will work closely with OPDAT's Legal Advisors in Mexico. Duties also include the responsibility to develop and manage resources within detailed program budgets and cost estimates, and to employ systems of internal control in order to monitor the results, impacts and financial soundness of programs. Working with the OPDAT headquarters staff, including the Regional Director for Latin America and the Caribbean, the Program Manager also coordinates with officials within the Department of Justice, and with program policy operational law enforcement agencies, as well as with in-country U.S. and foreign authorities, to assure that assistance programs in the Latin America and the Caribbean Region meet the needs of the host countries, and support Departmental and U.S. policy objectives.

Required and preferred Qualifications:

Applicants must be current U.S. Government employees, possess a J.D. degree, and be duly licensed and authorized to practice as an attorney under the laws of a State, territory, or the District of Columbia. Applicants must have at least four or five years of post

J.D. experience to be qualified at the GS-14 or 15 level. The successful applicant will have excellent interpersonal, writing and speaking, organizational and management skills; be a self-starter; and have extensive prosecutorial experience. Spanish fluency is highly desirable. Occasional travel, both within and outside the country may be required. Relocation expenses are not authorized.

Application Process

To apply for this position, please submit a resume, a cover letter (highlighting relevant experience), and a current performance appraisal to Kathleen O'Connor, Acting Regional Director, Latin America and the Caribbean or Mirian Ramos, Program Analyst. Faxed or E-mailed submissions are also acceptable. The fax number is (202) 616-6770. The e-mail addresses are as follow: Kathleen.OConnor@usdoj.gov and Mirian.Ramos@usdoj.gov.

**U.S. Department of Justice
Office of Overseas Prosecutorial Development,
Assistance and Training, Criminal Division
1331 F Street, NW, Suite 400,
Washington, DC 20004.
ATTN: Mirian Ramos, Program Analyst**

Deadline date:

Applications will be accepted until the position is filled.

Salary Information:

Current salary and years of litigation experience will determine the appropriate salary. The possible salary range is GS-14 (\$102,721-\$133,543 per annum) to GS-15 (\$120,830 - \$153,200 per annum).

This and selected other legal position announcements can be found on the Internet at:
<http://www.usdoj.gov/careers/oarm>.

The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. It is the policy of the Department to achieve a drug-free workplace and the persons selected will therefore be required to pass a drug test to screen for illegal drug use prior to final approval. Employment is also contingent upon the satisfactory completion of a background investigation adjudicated by the Department of Justice.

The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities and will reasonably accommodate the needs of those persons. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced.