



U.S. Securities & Exchange Commission Vacancy Announcement

Job Title	General Attorney
Location	Washington DC (3 Vacancies)
Compensation	\$112,524 to \$185,048 / Per Year
Series & Grade	SK-13
Position Number	19-DE-10476476-TS
Application Deadline	May 07, 2019

Summary

The General Attorney will join a well-respected team that is responsible for conducting investigations dealing with difficult and complex matters involving all aspects of the securities market. These positions are located in the Division of Enforcement in Washington, DC.

Responsibilities

- Conducts complex investigations being undertaken by the SEC. Develops investigative or litigation plans and adjusts as appropriate during the course of an investigation.
- Drafts subpoenas and other requests for documents, questions witnesses through interviews, testimony, or depositions, evaluates documentary evidence to demonstrate whether sufficient evidence exists to prove violations of federal securities laws.
- Provides management with advice and work products exhibiting knowledge, insight, and understanding of relevant law and facts.
- Uses sound judgment and determine the quality, accuracy and relevance of information or data, analyze information to identify relationships and trends, and integrate and synthesize facts to reach reasonable conclusions.
- Communicates with agency officials at all levels, including supervisors, coworkers, staff in courts and private industry, and other agencies.
- Organizes work, set priorities, and determine short- or long-term goals and strategies to achieve them. Develops innovative solutions to address issues and problems or involving novel or unexplored questions of law or policy.
- May participate in all aspects of litigation in federal court and administrative proceedings.

Qualifications

J.D. or LL.B. degree –AND–

Applicant must have **2** year(s) of post J.D. work experience as a practicing attorney; **1** year of which includes: analyzing complex legal and/or factual issues, or conducting significant investigations or litigation; and knowledge of the Federal Rules of Evidence.

To Apply

To learn more about this employment opportunity and/or to apply online, please visit <https://go.usa.gov/xmKaz>
If you are an attorney and want to apply directly: Submit your resume to HO-ENF-Hiring@sec.gov
For assistance, please contact the Office of Minority and Women Inclusion at (202) 551-6046 or omwi@sec.gov.

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