

**The U.S. Government Publishing Office (GPO)
Office of the Inspector General (OIG)**

VACANCY: COUNSEL TO THE INSPECTOR GENERAL, PG-0905-15

GENERAL POSITION INFORMATION:

Salary: \$144,128 to \$172,500

Position Type: Excepted Service

Opening Date: 7/30/2021

Close Date: Remain Open Until Filled

Who May Apply: Current Federal employees serving at or above grade level GS-15 (or equivalent) and have completed their one-year probationary period. This is a lateral transfer/re-assignment ONLY.

Duty Location: 732 North Capitol St NW, Washington, D.C.

Required Security Clearance: SECRET

Telework Eligible: Yes, as determined by office policy

Relocation Expenses: No

Travel Required: Occasional

SUMMARY: The OIG helps the GPO effectively carry out its responsibilities by promoting economy, efficiency, and effectiveness in the administration of, and to prevent and detect waste, fraud and abuse in GPO programs and operations. Additional information regarding GPO is available at www.gpo.gov.

MAJOR DUTIES

- As Counsel to the Inspector General, the incumbent serves as an advisor on all matters relating to internal agency operational management, legislative relations with Congress, and provides independent legal advice and assistance to the Inspector General.
- As the principal legal advisor to the IG, provides expert and timely legal advice to the IG on a wide range of complex and difficult issues including highly sensitive and controversial legal problems that affect major, critical operations of the GPO and GPO-OIG.
- Reviews proposed and/or existing legislation, regulations, and guidelines relating to the operations of GPO and makes recommendations to the IG on their efficiency, impact, and/or prevention of fraud, waste, and abuse. Recommends to the IG legislation, policies, and directives on matters relating to (a) the promotion of economy and efficiency in GPO programs and operations or (b) the identification and prosecution of participants in fraud or abuse. As necessary, drafts legislation, regulations, or directives recommended by the IG.
- Assists the IG in developing legal strategies, if necessary, and interprets the IG Act and the Inspector General provisions of Title 44 for use in sensitive and complex OIG investigations, inspections, and audit activities and relations with GPO management involving legal and regulatory matters.
- Conducts extensive independent legal research and analysis into the most complex and difficult questions of criminal, civil, and administrative law and procedure; prepares memoranda, reports, correspondence, and where litigation is undertaken, assists in the preparation of briefs, motions, and other pleadings in coordination with the Department of Justice.

QUALIFICATIONS: You must meet the mandatory Basic Requirements and Specialized experience below.

BASIC REQUIREMENTS:

- **Education:** You must have successfully completed a full course of study in a school of law accredited by the American Bar Association (ABA) and possess a professional law degree (LLB.; JD., LL.M.); and
- **Bar Membership:** You must currently be a member in good standing of the bar of a state, territory of the United States, District of Columbia, or Commonwealth of Puerto Rico. You are required to disclose any current allegations or previous findings of ethics, judicial, or other professional misconduct by any state bar or attorney disciplinary committee.

SPECIALIZED EXPERIENCE:

- In addition to meeting the Basic Requirements above, you must possess at least four years of professional legal experience relevant to the duties of the position following law school graduation. Specialized experience is defined as: Performing professional work as a licensed attorney providing advice in an Inspector General's office, or a federal or other government agency, or in a law firm, or private sector organization with an annual operating budget of at least \$25 million. Candidate must have four (4) years of specialized experience as described above following law school graduation. *Note: Law Clerk experience is not qualifying for the experience requirements above. Experience must be as a licensed attorney in order to be creditable.*
- Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.
- Experience with Council of the Inspectors General on Integrity and Efficiency (CIGIE) operations, standards, and practices are considered favorably for the applicant.
- Familiarity with the Legislative Branch IG Independence Act of 2019 is considered favorably for the applicant.

APPLICATION PACKAGE: All documents should be in Adobe PDF format.

- **Cover Letter:** A cover letter is required. Please include a brief synopsis of how you meet the major duties above.
- **Resume:** Reflect the duties and responsibilities under each position you have held with each employer.
- **SF-50, Notification of Personnel Action:** Submit a Notification of Personnel Action (SF-50) showing the GS-15 grade level and competitive or excepted service.
- **Performance Evaluation:** Your most recent performance appraisal. If your performance appraisal is not dated **within the last 12 months** or if you are unable to provide a recent performance appraisal, you must provide a written statement explaining why it was not obtainable.
- **DD-214:** If you are claiming Veterans Preference, provide a copy of your DD-214 or Discharge from Active Duty, or other equivalent documentation to prove your entitlement and to verify your type of discharge.



- **VA Letter and SF 15:** If you are claiming Veterans' Preference based on a Compensable Disability, Widow or Spouse Entitlement, or as a Purple Heart recipient, you must submit your SF-15 and the required proof of disability, i.e., Department of Veterans Affairs letter dated 1991 or later.

OTHER KEY REQUIREMENTS:

- U.S. Citizenship
- Selectees must pass a drug test prior to appointment
- Males born after 12/03/1959 must be registered for Selective Service.
- Incumbent must annually file a Confidential Financial Disclosure statement.

WHERE TO SUBMIT: Complete application package must be sent to Nathan Deahl, Deputy Inspector General at ndeahl@gpo.gov. Please omit/redact sensitive Personally Identifiable Information such as your social security number.