Vacancy Details

Personnel Notice:	70-15
Date Announced:	06/26/2015
Closing Date:	7/10/2015
Command:	NAVSEA
Grade:	GS-12/13/14
Type:	Assistant Counsel

There is an anticipated vacancy for the position of Assistant Counsel at the Mid-Atlantic Regional Maintenance Center (MARMC), Norfolk, Virginia, within the Naval Sea Systems Command (NAVSEA).

MARMC is responsible for procuring and administering contracts with the private sector for ship repair and related services, including conversion, overhaul, modernization and design services, within the Hampton Roads area of Virginia. MARMC deals with a wide variety of private shipyards and contractors in fulfilling its depot level ship repair mission. MARMC also provides technical assistance and distance support to all Navy vessels in the Atlantic fleet and is responsible for the direct repair of vessels at the intermediate maintenance level. The mission of MARMC can be summarized in its mission statement, "We Fix Ships". MARMC annually procures and administers over one billion dollars in ship repair contracts. MARMC is located in Norfolk, Virginia, but also has locations in Portsmouth, Virginia and in several private shipyards throughout Hampton Roads, Virginia. MARMC employs approximately 1,200 civilians and 700 military personnel.

The MARMC Office of Counsel is a field office within the NAVSEA Office of Counsel. NAVSEA is responsible for the development, acquisition, and maintenance of ships, shipboard systems, and ordnance for the DON, with an annual budget of approximately $30 billion and workforce of roughly 53,000 military and civilian personnel. The NAVSEA Office of Counsel employs over 100 lawyers at the Washington, D.C. Headquarters and in 21 field offices throughout the U.S.

The MARMC Office of Counsel consists of three employees: a Counsel, an Assistant Counsel and a paralegal. This office has a varied workload covering many of the practice areas of the DON Office of the General Counsel (OGC), including federal acquisition law, fiscal law, litigation, civilian personnel and labor law, Freedom of Information Act law, Privacy Act law and ethics and standards of conduct. The preponderance of work is related to federal acquisition law.

The successful candidate will be expected to practice primarily in federal acquisition law, but will also be called upon to provide legal service in the other practice areas listed above. The Assistant Counsel position may be filled at the GS-12, GS-13 or GS-14 level, and the position will have promotion potential to the GS-14 level.

To be eligible for selection at the GS-12 level, the applicant must have two years of successful legal experience in any of the OGC practice areas listed above, or a relevant LL.M. plus one year of successful legal experience in any of the above listed practice areas. To be eligible for selection at the GS-13 level, the applicant must have in excess of two years of legal experience in any of the OGC practice areas listed above. To be selected at the GS-14 level, the successful candidate must have a minimum of three-and-one-half years of legal experience in any of the OGC practice areas listed above. The grade level offered will be based upon the successful applicant's qualifications and funding availability.

Applicants will be evaluated based on: 1) the depth, breadth and quality of their relevant legal experience in federal acquisition law; 2) their experience in other OGC practice areas identified with additional emphasis being given to civilian personnel law and labor law; 3) written and oral communication skills; 4) the ability to work both independently and as part of a team; and 5) the ability to work well with clients and colleagues, and to develop strong attorney-client relationships. Regardless of the pay grade, a demonstrated ability to learn quickly and to handle matters of first impression is also highly desirable. Knowledge of the DON, NAVSEA, and OGC is desirable, but not mandatory.

The successful candidate must be a U.S. citizen, have graduated from a law school accredited by the American Bar Association, be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. territory, or the District of Columbia, be admitted to practice before a state or federal court, and be able to eligible to obtain and maintain a secret security clearance.

Interested attorneys should contact Mr. David Bach at (757) 396-4024 or at david.d.bach@navy.mil.

Applicants should submit a resume, two brief legal writing samples (fewer than 10 pages each, portions of longer work products are acceptable if such clearly demonstrate applicant authorship) that demonstrate analytical and/or

advocacy abilities, two recent performance appraisals (if available), and the names and telephone numbers of at least three references who may be contacted. Attorneys who graduated after December 2010 must provide a copy of their law school transcript and class rank as well. The application should indicate the lowest grade level that the applicant will consider.

It is recommended that applications be sent electronically to Mr. David Bach at: david.d.bach@.navy.mil. If necessary, applications may be mailed to the attention of Mr. Bach via Federal Express or some similar means at:

MARMC
Office of Counsel, Code 100C
9727 Avionics Loop
Norfolk, VA23511-2124

If necessary, applications may be sent to the attention of Mr. Bach by U.S. Postal Service at:

Office of Counsel, Code 100C
Building 51, Room 24
Second Deck
Norfolk Naval Shipyard
Portsmouth, VA 23709

This announcement will close on July 10, 2015 at 11:59 PM EST and applications must be received by this time to be considered.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of www.ogc.navy.mil).

Applicants eligible for veterans' preference must specifically claim such eligibility in their cover letter, identify the basis for the claim, and include supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty or other supporting documentation) with their submission. Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit www.opm.gov/veterans and review the "Vets Info Guide" and the "Vets Guide." There is no formal rating system for applying veterans' preference for attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor in the attorney hiring process. Applicants who do not claim and do not provide adequate supporting documentation for veterans' preference will not receive the positive factor consideration.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Policy Statement:
https://help.usajobs.gov/index.php/Reasonable_Accommodation_Policy_Statement

Legal and Regulatory Guidance: https://help.usajobs.gov/index.php/Legal_and_Regulatory_Guidance

Relocation expenses may be paid, but are not guaranteed. If relocation expenses are a requirement, the applicant should state their requirement for this expense in the application package.

THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER

The Department of the Navy is an Equal Opportunity/ Reasonable Accommodation Employer. All hiring and advancement in the Office of the General Counsel is based on merit without regard to race, color, national origin, religion, age, sex, sexual orientation, disability, political affiliation or marital status.

The Department of the Navy provides reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should inform the individual identified in the personnel notice. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

VETERANS PREFERENCE IN HIRING

Department of the Navy attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy considers veterans' preference eligibility as a positive factor in attorney hiring. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with the supporting documentation, e.g., DD 214. Not all veterans are eligible for veterans' preference. To find out if you are, you may visit the Veterans' Preference Advisor, operated by the Department of Labor at http://www.dol.gov/elaws/vets/vetpref/vetspref.htm.