



## COURT OF APPEALS SECOND DISTRICT OF TEXAS

CHIEF JUSTICE  
TERRIE LIVINGSTON

JUSTICES  
LEE ANN DAUPHINOT  
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SUE WALKER  
BILL MEIER  
LEE GABRIEL  
BONNIE SUDDERTH

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CLERK  
DEBRA SPISAK

CHIEF STAFF ATTORNEY  
LISA M. WEST

GENERAL COUNSEL  
CLARISSA HODGES

### JOB VACANCY NOTICE STAFF ATTORNEY

The Second Court of Appeals in Fort Worth is now accepting applications for a staff attorney position supervised by Justice Lee Gabriel. (Posting #16-002.) Applications will be accepted until May 5, 2016, or until the position is filled.

The state job title is Attorney IV, with an annual salary commensurate with experience and subject to State guidelines. Vacation, sick leave, health insurance, retirement, and other benefits are provided in accordance with State policy.

**General Job Description:** The staff attorney assists with the preparation of opinion drafts and legal memoranda to the court. This position involves highly advanced and complex attorney work and requires extensive legal research and writing, including in-depth analysis of issues raised in civil and criminal appeals.

**General Qualifications:** Applicant must be a licensed Texas attorney with a minimum of three (3) years' legal practice in the State of Texas. The applicant must also have exceptional academic credentials; law journal or equivalent writing experience; excellent analytical and research skills; knowledge of legal principles in civil and criminal law; knowledge of the Texas Rules of Appellate Procedure and rules of citation form; and the ability to communicate effectively, both orally and in writing.

**Application Procedures:** To apply, mail or fax a State of Texas application, resume, writing sample, and references to the following address:

Debra Spisak, Clerk of the Court  
Second Court of Appeals  
401 W. Belknap St., Suite 9000  
Fort Worth, TX 76196  
Fax: 817-884-1932

The State of Texas application is available from the Texas Workforce Commission at <http://www.twc.state.tx.us/jobs/gvjb/state-texas-application-employment.html>. Interviews will be by invitation only.

**Note:** The following military occupational specialty (MOS) codes generally correspond to this employment opening: 27A, 27B, 27, 250X, LGL10, 04, 4402, 4405, 4406, 4407, 4408, 4409, 4410, 44, 51JX, 92J0, 51, RI. Applicants must fully complete the summary of experience to determine if minimum qualifications are met. Additional Military Crosswalk information can be accessed at [http://www.hr.sao.state.tx.us/Compensation/MilitaryCrosswalk/MOSC\\_Legal.pdf](http://www.hr.sao.state.tx.us/Compensation/MilitaryCrosswalk/MOSC_Legal.pdf)

The Court is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. Pursuant to the Americans with Disabilities Act, any request for reasonable accommodations needed during the application process should be communicated by the applicant to the Clerk of the Court.