

## VACANCY ANNOUNCEMENT

---

This vacancy is open to qualified (1) current, permanent status employees of the State Board of Workers' Compensation or the State of Georgia who are eligible for promotion, transfer or demotion; (2) former State employees with reappointment eligibility; and (3) all other qualified applicants.

---

### APPELLATE DIVISION

**POSITION:** Staff Attorney

**JOB CODE:** 95014

**SALARY:** Minimum \$43,063.23/year. Hiring salary will be dependent upon candidate's credentials and experience.

**DEADLINE:** Friday, May 17, 2013

**DESCRIPTION & REQUIREMENTS:** This position consists primarily of assisting the three-member Board of Directors in reviewing, analyzing, and disposing of workers' compensation appeals. The Staff Attorney will be responsible for attending appellate oral arguments, performing legal research, providing analysis and policy recommendations, and drafting legal memoranda, orders, and awards. The Staff Attorney may have the opportunity to be trained as a mediator and conduct mediations in conjunction with the agency's ADR Division. Opportunity also exists for professional advancement.

Applicants must: have superior academic credentials; have a J.D. degree from an ABA-accredited law school; be a member in good standing of the State Bar of Georgia (or be eligible for admission on motion); have a minimum of three (3) years' relevant legal experience in government or private practice; and have excellent legal research, writing, oral presentation, and interpersonal skills. Knowledge of workers' compensation law is preferred. A successful candidate must be able to work independently as well as collaboratively.

**APPLICATIONS:** Qualified applicants should send, **by email only**, a (1) cover letter, (2) resume, (3) writing sample (10-page limit), and (4) list of references, to:

State Board of Workers' Compensation  
Human Resources (Attn: Staff Attorney Position)  
[applicant@sbwc.ga.gov](mailto:applicant@sbwc.ga.gov)

### ADDITIONAL INFORMATION:

1. Applications must be submitted by the application deadline date.
2. No applications will be accepted via fax or regular mail.
3. Due to the large volume of applications received by this office, we are unable to provide information on application status by phone or email. All qualified applicants will be considered, but not all will necessarily receive an interview.
4. Selected applicants will be contacted by the hiring agency for next steps in the candidate evaluation process. Applicants who are not selected will not receive notification.

Please visit us on the Web at <http://sbwc.georgia.gov>.