



Second District Court of Appeal

**Law Clerk to the
Honorable Matthew C. Lucas**

Open Until Filled

October 9, 2017

- POSITION TITLE:** Law Clerk
- POSITION NUMBERS:** 011757
- ANNUAL SALARY:** \$45,817.20 - \$59,607.00 (Actual position classification and beginning salary based on experience.)
- LOCATION:** Tampa
- EDUCATION:** Graduation from an accredited law school and membership in The Florida Bar.
- KNOWLEDGE, SKILLS, & ABILITIES:** Exceptional legal research, writing, and editing skills. Knowledge of legal principles, statutory and case law, appellate rules and procedures. Comprehensive working knowledge of Microsoft Word. Knowledge of legal publications and the ability to grasp, comprehend, and analyze exacting work, attentive to details. Ability to digest and communicate ideas and concepts orally and in writing. Thorough knowledge of the English language. Must exercise discretion, maintain confidentiality, and handle matters before the court with honesty and impartiality. Time management skills and the ability to work effectively with others are crucial.
- HOW TO APPLY:** Submit a cover letter, resume, and self-edited writing sample by e-mail to 2DCA_HR@flcourts.org. Please note "Law Clerk" in the subject line of your e-mail.

All offers of employment will be conditioned upon a satisfactory criminal history check.

Equal Opportunity Employer: We do not discriminate on the basis of race, religion, color, sex, age, genetic information, national origin, or disability.
Florida Relay Service (Voice) 800-955-8770, (TDD) 800-955-8771.