

FEDERAL PUBLIC DEFENDER OFFICE



APPLICATION
RESEARCH & WRITING SPECIALIST
LITTLE ROCK, ARKANSAS
CAPITAL HABEAS UNIT

Please complete and submit this application to: jennifer.horan@fd.org, or mail the requisite materials to: 1401 W. Capitol, Suite 490, Little Rock, AR 72201. Use additional sheets if needed, and please print or type.

1. Full Name: _____

2. Office address and phone: _____

3. Residence address and phone: _____

4. _____ E-mail _____ address:

5. _____ Length _____ of _____ residence _____ in _____ state:

6. Are you lawfully employable in the United States either by virtue of citizenship or by having federal authorization from the INS and the Labor Department? _____

7. State your law school G.P.A. _____

2014

17. Are you bilingual? _____ If so, what languages do you speak? _____

18. Have you ever pleaded guilty/no contest or been convicted for violation of any federal, state, or municipal law? _____ If so, please give details. Do not include minor traffic violations for which a fine of \$100 or less was imposed. _____

19. Have you or your professional liability insurance carrier ever settled a claim against you for professional malpractice? _____ If so, please give particulars. _____

20. Have you ever been disciplined, cautioned, or reprimanded for a breach of ethics or unprofessional conduct by any court or administrative agency, bar association, or other professional group? _____ If so, please state when, by what body, for what conduct, and the outcome.

21. Have you filed appropriate tax returns as required by federal, state, local, and other government authorities for the past five years? _____ If not, please explain. _____

24. State any additional education or other experiences you believe will assist you in performing the duties of this position. _____

25. Why do you want to work at the Federal Public Defender Office? _____

26. Please list your current - - or most recent - - annual salary: _____

27. Please attach a written sample of your work and a copy of your resume.

28. Please list three personal or professional references.

NAME & POSITION

ADDRESS & PHONE NUMBER

1. _____

2. _____

3. _____

CERTIFICATION

The information set forth in this job application is correct and complete.

DATE

SIGNATURE

**THE ARKANSAS FEDERAL DEFENDER OFFICE IS AN
EQUAL OPPORTUNITY EMPLOYER
EMPLOYMENT IS AT WILL**