



## HAWAII STATE JUDICIARY NOTICE OF EXEMPT (NON-CIVIL SERVICE) EMPLOYMENT OPPORTUNITY

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### **LAW CLERK (Lautenberg)**

**Anticipated Start Date:** As soon as possible.

**Salary:** \$5,713 per month (\$5,918 per month effective July 1, 2024)

**Location:** Second Circuit Court, 4th Division, Wailuku, Hawai'i

**Summary of Duties:** Performs legal research and analysis, and prepares memoranda of findings and analysis; prepares court calendar; may assist in preparations for pre-trial hearings and trials; and performs other duties as required.

**Minimum Qualification Requirements:** Graduation from a school of law recognized by the American Bar Association with a Juris Doctor degree. Member of Hawai'i State Bar preferred, but not required.

**Qualification for Firearms (Lautenberg):** Applicants must be qualified to possess firearms or ammunition in accordance with state and federal laws, e.g., no misdemeanor or felony domestic violence conviction.

**Citizenship/Residency Requirements:** Applicants must be citizens, lawful permanent residents (resident aliens) or nationals of the United States, or non-citizens with unrestricted employment authorization from the U.S. Citizenship and Immigration Services, U.S. Department of Homeland Security.

All applicants shall become residents of the State within thirty (30) days after beginning their employment and as a condition of eligibility for continued employment.

**How to Apply:** Please email your resume, list of references, and writing sample to:

[Cristina.Solomon@courts.hawaii.gov](mailto:Cristina.Solomon@courts.hawaii.gov) or

**By mail to:**

Second Circuit Court

2145 Main Street

Wailuku, HI 96793

**Attention:** Cristina Solomon

Recruitment will be conducted until the position is filled.