

Attorney Advisor (Contracts)

OFFICE OF INSPECTOR GENERAL

Work Schedule is Full-time - Permanent

Salary Range

\$108,887.00 to \$160,300.00 / Per Year

Series & Grade

GS-0905-14/15

Promotion Potential

15

Supervisory Status

No

Who May Apply

All Qualified United States citizens and nationals.

Control Number

444743000

Job Announcement Number

JC-2016-02 DE

Job Summary

[About the Agency](#)

We are seeking a highly qualified and motivated individual to serve as an Attorney (Advisor) and be a proactive member of our team. The Office of Inspector General (OIG) for the General Services Administration (GSA) is one of the original OIGs established by the Inspector General Act of 1978. The OIGs were created as independent and objective entities within an agency (A) to promote economy, efficiency, and effectiveness in the administration of the agency, and (B) to prevent and detect fraud and abuse in agency programs and operations. The OIGs report to the agency head and Congress through semiannual and other reports.

The GSA OIG operates as an autonomous entity within GSA under a presidentially appointed, Senate confirmed Inspector General who supervises a diverse team of over 300 professionals in headquarters' administrative, legal, and operational components and in regional operational offices throughout the country.

The GSA OIG is dedicated to protecting the public interest by bringing about positive changes in the performance, accountability, and integrity of GSA programs and operations. Oversight is provided through auditing, inspections and evaluations, and investigations of GSA extensive procurement, real property, and related programs and operations, which primarily support other federal agencies. OIG oversight components report their findings and recommend courses of action to promote efficiency and economy in the GSA's activities. Last fiscal year, our OIG professionals' efforts resulted in \$243 million in criminal, civil, administrative, and other recoveries; over \$1.4 billion in GSA management decisions that agreed with GSA OIG audit recommendations; over 40 successful criminal prosecutions; and numerous suspensions and debarments. Applicants are encouraged to review the work and accomplishments of the GSA OIG on our website, <https://www.gsaig.gov/>.

Duties

The Office of Inspector General (OIG) is seeking a highly qualified attorney for the Office of Counsel whose responsibilities will include advising OIG managers on government contract law and handling administrative litigation that arises in the contract context. The incumbent is a subject matter expert on government contract laws which serve to reduce fraud, waste, and abuse, particularly with regard to GSA Multiple Award Schedule (MAS) contracts. The incumbent provides legal advice in support of audits and investigations relating to the Federal Acquisition Regulation (FAR), the MAS program, cost principles for construction claims, the requirements of the Trade Agreements and Buy American Acts, and other issues. The incumbent works with Department of Justice, other OIGs, and OIG components on False Claims Act litigation related to GSA contracts and programs. The incumbent participates in processing mandatory FAR disclosures, including review of and advice on legal issues, coordination with company counsel, and determination of appropriate resolution.

In addition to government contract law, the incumbent of this position will provide legal advice on matters related to all aspects of the OIG's oversight operations and internal management activities. Attorneys in the Office of Counsel have a varied, challenging practice, that allows them to develop experience and expertise for a wide variety of recurring and novel issues. These include issues that arise in the context of administrative and statutory law, constitutional and criminal law, federal employment law, fiscal and appropriations law, federal information and privilege law, procurement and fraud law, suspension and debarment, and governmental tort law.

The Office of Counsel additionally has responsibility for the OIG's Freedom of Information Act Program and has a leading role with the Offices of Audits and Investigations for the OIG's highly successful components in the mandatory FAR Contractor Disclosure Program. Additionally, the Inspector General and Deputy Inspector General periodically assign the Office of Counsel to lead or support special projects, including the preparation of substantive responses to Legislative or other requestors.

The Attorney (Advisor) consults with all levels of OIG managers and employees, and represents the OIG in discussions with other OIG Counsel offices, the GSA, and other Federal agencies including the Department of Justice. Attorneys in the Office of Counsel additionally provide training to OIG employees on legal issues.

Travel Required

- Occasional Travel
- Selected applicant(s) must be able to acquire and maintain a government-issued travel charge card.

Relocation Authorized

- No

Key Requirements

- Background security investigation required
- Applicants must be U.S. Citizens or nationals
- Must be a member of State Bar in good standing (see QUALIFICATIONS section)
- Law degree (LL.B or J.D.) from an ABA accredited school is required

Qualifications

This position requires demonstrable experience preparing for litigation and representing an agency, organization, and/or individual party as counsel in all phases of judicial and/or federal administrative proceedings. This position additionally requires excellent legal research and writing skills, and oral presentation skills.

Ideal candidates for this position will have extensive experience providing federal contract law advice and litigating administrative proceedings arising in the federal contract law context. Ideal candidates will also have experience with one or more of the other types of issues that frequently arise in the Office of Counsel, such as the Privacy Act, the Freedom of Information Act (FOIA), appropriations, or administrative law. In addition, applicants must have broad, professional legal experience in litigation matters that demonstrate a thorough and wide knowledge of basic principles in the legal profession.

In addition, applicants must have: A. Education: Must have a professional law degree (J.D., LL.M., or S.J.D.) at a school of law accredited by the American Bar Association (ABA); and, B. Bar Membership: Must be a current member, in good standing, of the bar of a State, a Territory of the United States, or the District of Columbia.

If selected, you will be required to complete OGE Form 450, Confidential Financial Disclosure Report, to determine if a conflict or an appearance of a conflict exists between your financial interest and your prospective position with GSA OIG. Copies of Bar Membership(s) and transcripts must be provided with an applicant's application.

Security Clearance

Top Secret

What To Expect Next

Once your completed application is received, your qualifications will be evaluated. The best qualified candidates will be referred to the hiring manager for further consideration and possible interview. You will be notified of the outcome.

Applicants may also check the status of their application on-line 24 hours a day through USAJOBS.

Thank you for your interest in working for the U.S. General Services Administration, Office of Inspector General!

Please email Edward.Martin@gsaig.gov any questions how about how to apply.