



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

LAW CLERK (Lautenberg)

Anticipated Start Date: May 15, 2024 for 4-month clerkship (ending on September 11, 2024)

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

Location: First Circuit Court, 15th Division, Honolulu, Hawai'i

Summary of Duties: Performs legal research and analysis, prepares memoranda of Law, orders and motions; prepares court calendar; collaborate with probation officers and counselors for preparation of hearings; and performs other administrative 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 cover letter, resume, list of references, and writing sample to: Esther.M.Fukushima@courts.hawaii.gov

Recruitment will be conducted until the position is filled.