



UNITED STATES TAX COURT
WASHINGTON, DC

**Case Processing
Legal Student Intern (Summer)**

Position:	Case Processing Legal Student Intern
Position Type:	Student Intern (Summer) This is an Excepted Service, at-will position.
Positions:	More than one position may be filled from this announcement.
Opening Date:	May 12, 2022
Closing Date:	May 26, 2022
Salary Range:	GS-07/01 Paid interns do not receive paid leave or other employee benefits.
Area of Consideration:	U.S. Citizens or Nationals
Location:	U.S. Tax Court, Washington, D.C.
Telework eligible:	As determined by Court policy

The United States Tax Court has an opening for a summer intern to assist in the processing and management of cases not yet assigned to a judicial officer. The internship will provide exposure to case processing procedures of the U.S. Tax Court, a federal court located in Washington, D.C. Interns will consult with judicial officers, attorneys, and U.S. Tax Court staff; attend trials, hearings, meetings, and presentations; and assist on projects. The internship will last for a term of at least 60 days but not more than 89 days during the summer months. The term will end on or before September 24, 2022. The position will be located at the United States Tax Court, 400 Second Street, NW, Washington, D.C. 20217. Some telework might be available after an initial training.

Ideal candidates should demonstrate academic achievement; exhibit qualities such as strong character and self-sufficiency; and be self-directed and able to work with limited supervision.

Additionally, applicants must:

- a) Be a U.S. citizen or National;
- b) Be currently enrolled in law school (including a Tax LL.M. program);
- c) Have a 3.0 GPA or higher;
- d) Have an interest in working with the federal government, particularly in the area of federal taxation; and
- e) Be able to work 40 hours per week during the summer internship.

Conditions of Employment

- Applicants must be United States citizens or Nationals.
- All Court employees and volunteers are required to adhere to the *Code of Conduct for US Tax Court Employees*.
- Employees of the United States Tax Court serve under “excepted appointments” and are considered “at-will” employees, and, as such, may be terminated with or without cause.
- Those who are required must abide by Selective Service registration requirements.
- All applicant information is subject to verification.
- The Federal Financial Reform Act requires direct deposit of federal wages for Court employees.

How to Apply

By 5:00 PM (ET) on the closing date of this announcement, send a cover letter and a resume along with a copy of your undergraduate and most recent graduate transcript to HumanResources@ustaxcourt.gov. The subject line of the email must include, “2022 ADC Internship”.

The United States Tax Court is an equal opportunity employer.