



# Judicial Law Clerk

Starting Salary Range:

\$45,378.00/year, plus benefits

Department:

Courts

Location:

Indiana, PA (Indiana County)

Posting Date:

3/21/2024

## Judicial Law Clerk

*Indiana County Court of Common Pleas  
40<sup>th</sup> Judicial District  
Indiana, PA*

### Typical Duties

- Assisting the Court with legal research and writing including preparing orders, memoranda, and opinions.
- Observing and assisting in court proceedings.

### Minimum Qualifications

- Must be a law school graduate by position start date.
- Current 3Ls and law school graduates are encouraged to apply.

### Additional Qualifications/Preferences

- Please include a cover letter, resume, and two (2) letters of recommendation.
- A writing sample is required at the time of the interview.

### How to Apply

- Submission deadline: June 14, 2024
- Submit applications to:

Court Administration

Indiana County Court of Common Pleas

825 Philadelphia Street

Indiana, PA 15701

Or

[kmccombie@indianacountypa.gov](mailto:kmccombie@indianacountypa.gov)

Indiana County Court of Common Pleas

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