



## FBI LEGAL PROFESSIONALS: An Inside Look

Legal professionals working for the Federal Bureau of Investigation (FBI) embrace unique career opportunities that allow them to apply their knowledge to domestic and international law enforcement and intelligence operations. Participation in such meaningful work ranges from policy and corporate issues to pre-publication reviews and equal employment opportunity matters. This means our Legal professionals rely on an array of work experiences and their legal studies to support FBI investigations and inquiries.

### All in a Day's Work

Protecting the nation and providing legal expertise simultaneously is not uncommon at the FBI. Legal professionals advise Bureau personnel on a variety of areas that include, but are not limited to: national security, personnel, litigation and support, administrative, investigative, technology, fiscal and contract law, information law, legal instruction, counterterrorism, counterintelligence, cyber matters and foreign intelligence.

Working across a broad spectrum of legal and legislative roles, FBI Legal professionals have the opportunity to:

- » Collaborate with international, federal, state and local partners in law enforcement and the Intelligence Community.
- » Advise on proposed operations and investigations, working closely with or as Special Agents, Intelligence Analysts and other professional staff.
- » Assess the legal implications of FBI tools, technologies and techniques.
- » Gain exposure and provide support to all facets of FBI operations both at Headquarters and all Field Offices.
- » Defend the nation's physical and electronic infrastructure and uphold its democracy.
- » Provide critical leadership and investigative assistance to agencies and partners at all levels.

Twofold Satisfaction –  
Imagine the adrenaline rush  
you'll experience when a case  
is solved due to your legal  
expertise and hard work!



## The Legal Team

FBI Legal professionals engage with fellow FBI employees, law enforcement partners and the U.S. Department of Justice (DOJ) across a broad spectrum of legal and legislative issues affecting international and domestic law enforcement, intelligence operations, investigations and policies.



**Attorney** Provide legal advice on procedural, operational, administrative and personnel issues, as well as criminal cases and other matters; prepare legal documents to ensure the FBI's interest is protected in all legal manners; and stay abreast of federal statutes and regulations, case law precedents and other resources.



**Paralegal Specialist** Perform research on legal matters by analyzing case laws, statutes, regulations, policies and other legal resources. Prepare legal documentation to address civil actions on behalf of the FBI.



### Legal Administrative Specialist

Provide administrative and technical support to legal professionals for case management and litigation and assist in conducting research and preparing reports.



### Legal Instrument Examiner

Review criminal records to ensure adherence to security regulations when documenting case information and coordinate with state agencies for outcomes as needed.

Not for the Faint of Heart –  
Established Legal professionals  
who consider a career as a Special  
Agent must undergo extensive  
training in interrogation  
techniques, defensive tactics  
and firearms, as well as pass the  
rigorous Physical Fitness Test (PFT).



## Becoming an FBI Legal Professional Takes Dedication

The role of an FBI Legal professional is demanding and rewarding and requires stringent entry qualifications. Those who complete the process become part of an elite team that assists to preserve national security.

### Minimum Qualifications You must:

- » Be a U.S. citizen.
- » Be able to obtain a Top-Secret Clearance.
- » Meet all educational requirements.
- » Have a J.D. from an accredited law school.
- » Have an active membership in good standing in the bar of any U.S. jurisdiction or the District of Columbia.
- » Meet the FBI's Employment Eligibility standards.

*All candidates making a lateral move from another federal agency must have one year of post-J.D. legal experience or relevant comparable experience.*

### Automatic Disqualifiers

- » Non-U.S. citizenship.
- » Conviction of a felony.
- » Violation of the FBI Employment Drug Policy.
- » Default on a student loan insured by the U.S. government.
- » Failure of an FBI-administered drug test.
- » Failure to register with the Selective Service System (males only).
- » Knowingly or willfully engaged in acts or activities designed to overthrow the U.S. government by force.
- » Failure to pay court-ordered child support.
- » Failure to file income tax returns.

## OUR core VALUES:

Rigorous Obedience to the Constitution

Respect

Compassion

Fairness

Integrity

Accountability

Leadership

Diversity

## Applicant Process

If you're inspired by our mission, here's what you need to know about the application process:

STEP 1

INFORM & APPLY

Visit [FBIJobs.gov](https://www.fbi.gov/jobs) to view careers and open positions.

STEP 2

TESTING

The hiring process varies depending on the job and can take a year or more.

STEP 3

CONDITIONAL JOB OFFER & BACKGROUND INVESTIGATION

Once accepted, you will undergo an intensive background investigation including:

- » Polygraph examination.
- » Credit and records checks.
- » Drug test.
- » Interviews with former and current colleagues, neighbors, friends, etc.

STEP 4

FINAL JOB OFFER & ONBOARDING

Once accepted, all employees attend the FBI Academy in Quantico, VA, for a short new employee introduction course. Employees may remain at Quantico for job-related training.

