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**DEPARTMENT OF  
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DIPATTAMENTON ATMENESTRASION

DIRECTOR'S OFFICE  
(Ufisinan Direktot)

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LOURDES A. LEON GUERRERO  
Governor (Maga'hôga)

JOSHUA F. TENORIO  
Lt. Governor (Sigundo Maga'Idhhl)

October 12, 2020

HRD NO.: 20-1126

MEMORANDUM

To: Attorney General of Guam, Office of Attorney General  
From: Director, Department of Administration  
Subject: **Review for Above-Step Recruitment**  
**RE: Jordan I. Pauluhn, Attorney Level III**

*Buenas yan Håfa Adal!* This is in reference to the Office of Attorney General of Guam memorandum dated, September 25, 2020, to review the above-step recruitment for Jordan L. Pauluhn, to the Attorney Level III position.

The Office of Attorney General is requesting to employ Mr. Pauluhn as a full-time employee at Step-3, \$71,446.00 per annum. The request is based upon the following authority:

- Title 4, Guam Code Annotated, Section 6205 relative to the ability of the Appointing Authority to petition the Department of Administration (DOA) for recruitment at a higher step, not to exceed Step 10, because of recruitment difficulty or exceptional qualification.
- Chapter 6, Section 6.001 (a) (b), of the current Department of Administration's Personnel Rules and Regulations.
- CSC Resolution No. 95-02 relative to the above-step recruitment for initial employment.

Upon review of Mr. Pauluhn's education and work experience, he was evaluated based on utilizing the requirements above. His work experience consists of three (3) years of private practice in Missouri, one (1) year of public practice in Indiana and, three (3) years as a research attorney in the Supreme Court of Guam. Based on the "exceptional qualifications" criteria for the Attorney Level III position, Mr. Pauluhn is approved at Step 3, at \$71,446.00 per annum.

Should you require additional information, please contact the Director's Office at 475-1101/1250. *Dångkolo na Agradesimiento!*



Edward M. Birn



# Office of the Attorney General of Guam

590 S. Marine Corps Drive, Suite 901 ♦ Tamuning, GU 96913  
671.475.3324 extension 5015 ♦ Fax 671.477-4703 ♦ Email [ag@oagguam.org](mailto:ag@oagguam.org)

Hon. Leevin Taitano Camacho  
Attorney General of Guam

September 25, 2020

## MEMORANDUM

To: Edward Birn, Director, Department of Administration

From: Attorney General of Guam

Subject: **Petition for Recruitment Above-Step**  
**RE: Jordan L. Pauluhn, Attorney Level 3**

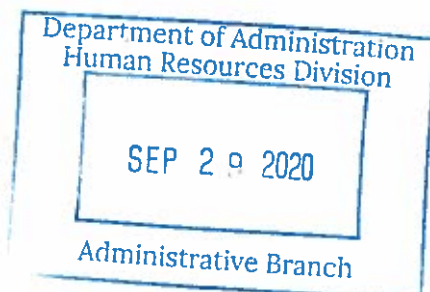


*Håfa Adai.* This petition for recruitment above-step is made pursuant to 4 GCA, §6205 and §6208 (d), Exhibit 4, Attorney Pay Plan (ATTY), to allow our agency to hire Mr. Jordan L. Pauluhn above-step into the position of Attorney Level 3, Step 3 (\$71,446 per annum). This petition, based on Mr. Pauluhn's Exceptional Qualifications, is reflective of his seven (7) years of attorney experience. Since his initial bar admission to the Missouri State Bar on September 18, 2013, Mr. Pauluhn worked about 3 years in private practice in Missouri (Anderson & Gilbert L.C.; Brown & James, P.C.), almost a year of public practice in Indiana (Indiana Public Defender Council) and 3 years as a research attorney in the Supreme Court of Guam. Mr. Pauluhn's experience in private practice included representing private citizens filing claims against local, state and Federal governments.

Given these reasons, Mr. Pauluhn will be a valuable asset to the Litigation Division of this Office. Considering the difficulty to recruit and retain applicants of this caliber, we request your approval to hire Mr. Pauluhn for the position of Attorney Level 3, Step 3, at \$71,446 per annum. Attached are the following documents:

1. Job Announcement
2. Job Application
3. 6208 (d), Exhibit 4. Attorney Pay Plan
4. Eligibility List
5. Notice of Rating

If you have any questions, you may call me or Personnel Specialist IV Marcus Pido at 475-3324 ext. 5015 and 5113, respectively.



Sinsaramente,

**LEEVIN TAITANO CAMACHO**  
Attorney General



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**Hon. Leevin Taitano Camacho**  
Attorney General of Guam

September 25, 2020

## MEDIA/PUBLIC SERVICE ANNOUNCEMENT

### RECRUITMENT ABOVE-STEP PETITION FOR JORDAN PAULUHN

Pursuant to the Guam Code Annotated, Title 4, §6303.1, we are providing notice that the abovementioned petition has been posted on our website for review. We are petitioning the Department of Administration to hire Mr. Jordan Pauluhn for the position of Attorney Level 3, Step 3, at \$71,446 per annum. If you have any questions, please call our Human Resources Section at 475-3324 ext. 5111.

Sincerely,

A handwritten signature in blue ink, appearing to read "Leevin Taitano Camacho".

**LEEVIN TAITANO CAMACHO**  
Attorney General

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