



SERVICE COMMISSIONS DEPARTMENT

ADVERTISEMENT OF VACANCY

**office of Assistant Registrar and Deputy Marshal (Group J5), Judiciary
(Supreme Court)**

Applications are invited from suitably qualified persons for appointment to the office of **Assistant Registrar and Deputy Marshal (Group J5), Judiciary (Supreme Court)**.

The incumbent is required to adjudicate on a variety of applications made by a party to litigation before and after the trial of an action and exercises in relation to such applications the same powers as a Judge in chambers. The incumbent is also required to supervise members of staff in the performance of their respective functions.

REQUIRED QUALIFICATIONS, EXPERIENCE AND SKILLS

Minimum qualifications:

- *LLB and a LEC – Legal Education Certificate*
- *Admission to practice Law in Trinidad and Tobago*

Minimum Experience:

- *Two to three (2-3) years as a practicing Attorney-at-Law*
- *Considerable knowledge in civil and criminal procedure; probate practice and a*
- *Considerable knowledge of Admiralty procedure*
- *Considerable knowledge of the Rules of the Supreme Court, the Matrimonial Causes Rules, the Court of Appeal Rules and the Privy Council Rules*

SKILLS

- *Considerable advocacy skills*
- *Considerable analytical and reasoning skills*
- *Considerable interpersonal skills*
- *Considerable computer skills*
- *Considerable Communication skills – written and oral*

Salary:

Group J5: \$23,750 per month

For further details persons wishing to apply can access the Advertisement, the Application Form No.Sc-125 and the Job Specification at the Service Commissions Department and on the website at www.scd.org.tt

Interested persons must submit their applications no later than **29th March, 2019** to **The Director of Personnel Administration, Service Commissions Department:**

**Cipriani Plaza
52-58 Woodford Street
Newtown
Port-of-Spain**

Or

**Wilson Road
Scarborough
Tobago**

Persons who have applied previously and who still wish to be considered for appointment to the office are advised to re-apply in response to this Advertisement.

INCOMPLETE AND UNSUITABLE APPLICATIONS WILL NOT BE ACKNOWLEDGED

Please see the website for details on:

- a) Information/documents to be submitted; and**
- b) Applications which are deemed incomplete and unsuitable**
- c) The Application Checklist**

EXPERIENCE AND TRAINING RELEVANT TO THE OFFICE SHOULD BE CLEARLY STATED TO DETERMINE APPLICANT'S ELIGIBILITY