

**JUDICIAL AND LEGAL SERVICE COMMISSION**

**VACANCY NOTICE**

**DEPUTY REGISTRAR OF THE SUPREME COURT**

**OFFICE OF THE JUDICIARY**

Applications are invited from suitably qualified persons for appointment as Deputy Registrar of the Supreme Court in the Office of the Judiciary, The Bahamas. Applications are sought for such appointment in New Providence and in Freeport, Grand Bahama.

Applicants must be in possession of such qualifications as are accepted as an academic qualification for admission to practice as a counsel and attorney under the provisions of The Legal Profession Act, 1992 (as amended) of the Statute Laws of the Commonwealth of The Bahamas.

Appointment as the Deputy Registrar of the Supreme Court is made under section 67 of the Supreme Court Act.

The Deputy Registrar will be expected to perform duties (i) as may be prescribed by The Supreme Court Act of the Statute Laws of the Commonwealth of The Bahamas; (ii) as may be prescribed by rules of court; (iii) as directed by the Registrar of the Supreme Court with the approval of the Chief Justice of the Commonwealth of The Bahamas; and (iv) as set out in all other statutory duties which may be prescribed from time to time.

The successful applicant is expected to have at least five years standing as a counsel and attorney and to have management, administrative and strong computer skills and possess an aptitude to work with digitization processes in an automated environment using modern delivery mechanisms including E Services.

The salary of the post is in Scale JL12: $57,450 x 700 to $63,050 per annum. The following Allowances are attached to the post: Responsibility of $4,000 per annum, Scarcity of $15,000 per annum and Mileage/Transport of $3,000 per annum.

Applicants are advised to visit the website of the Judiciary of The Bahamas at [www.bahamasjudiciary.com](http://www.bahamasjudiciary.com) to view and download the Application Form. Alternatively, Application Forms may be obtained from the office of the Judicial & Legal Service Commission, 4th Floor, Annex 1 (formerly the Ansbacher Building), Bank Lane. Applications must be submitted to the Office Manager of the Commission by email to jlsc@courts.gov.bs or hand delivered to the office of the Office Manager in Annex 1. **When applying for the post of Deputy Registrar of the Supreme Court applicants are required to state whether he/she is prepared to work in New Providence and/or Freeport, Grand Bahama.**

**PERSONS WISHING TO BE CONSIDERED FOR THE POST OF DEPUTY REGISTRAR MUST SUBMIT A COMPLETED APPLICATION FORM WHETHER OR NOT HE/SHE HAS PREVIOUSLY APPLIED BY LETTER, EMAIL OR OTHERWISE FOR THAT POST OR ANY OTHER JUDICIAL POST.**

The closing date for submission of Applications is Tuesday, 31 May, 2022.