



JUDICIAL SERVICE COMMISSION



(RESTRICTED, ONLY TO IN-SERVICE JUDICIAL OFFICERS)

PLOT 6/7 PARLIAMENTARY AVENUE FARMERS HOUSE GROUND FLOOR P.O BOX 7679, KAMPALA - UGANDA
TEL: [256-414 344154](tel:256-414-344154) TOLL FREE LINE: 0800100222. Website: www.jsc.go.ug Email: info@jsc.go.ug

Applications are invited from suitable and eligible Ugandans to fill the following vacant post existing in the Courts of Judicature in the Financial Year 2017/2018 as specified below :

Applications on Public Service Form 3 (Revised 2008) should be submitted in triplicate to the Secretary Judicial Service Commission (JSC), Farmers House Ground Floor P.O Box 7679, Kampala or online submissions in a single document can be sent to: applications2018@jsc.go.ug The applications to be submitted not later than **5:00pm on 18th May, 2018**. Applications should bear the title of the post applied for as well as the reference number specified against the vacancy. Advance copies of the applications will be accepted.

Applicants should attach on each duly completed Form, a Curriculum Vitae (CV) containing the names and contacts of at least two (2) referees, a recent passport size photograph, copies of academic certificates and transcripts, a copy of the National ID and a birth certificate. Applicants should attach a copy of their latest IGG acknowledged Declaration Certificate of Income, Assets and Liabilities. **Please note that only shortlisted candidates will be contacted.**

Post : Chief Registrar
Reference: HRM /77/ 182/ 02
Salary Scale: U1S
Number of Vacancies: 01
Age Limit: 40 years and above

Minimum Qualifications:

Applicants should be Uganda citizens in possession of a Bachelor of Laws (LLB) Degree from a recognized University and a Post Graduate Diploma in Legal Practice from the Law Development Centre or Law School within the East African Region. A Master's degree in a relevant field will be an added advantage.

Working Experience:

Applicants must have working experience of ten (10) years and above as a Judicial Officer and have served as a Registrar in the Courts of Judicature or have at least two (2) years' working experience as a Deputy Registrar of the Courts of Judicature.

Duties

The successful candidate will be responsible to the Chief Justice, in performing the following duties:

- i. Performing Judicial function vested in the Chief Registrar by law;
- ii. Giving effect to policies and directions of the Chief Justice, Deputy Chief Justice and Principal Judge;
- iii. Effectively overseeing judicial operations of all the Courts of Judicature;
- iv. Monitoring and enhancing the quality of judicial procedures;
- v. Communicating with the Government and the Public on matters relating to the Judiciary or any other matters which Government may be concerned with;
- vi. Implementing the judicial activities in the Judiciary Strategic Plan;
- vii. Assisting the Chief Justice and Deputy Chief Justice and Principal Judge in the facilitation and supervision of the Courts ;
- viii. Linking the Judiciary and Judicial Service Commission on appointments, promotions and disciplinary matters relating Registrars and Magistrates;
- ix. Carrying out any other matter assigned to him or her by the Chief Justice , Deputy Chief Justice and Principal Judge

Dr. Rose Nassali Lukwago

Secretary, Judicial Service Commission

MISSION

“To foster an accountable and effective judicial service through competence-based recruitment, disciplinary control, stakeholder engagement, and public and judicial education ”.