

EXTERNAL ADVERT No. 1 OF 2021



JUDICIAL SERVICE COMMISSION



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PLOT 16 MACKINNON ROAD LOTIS TOWERS, 6TH – 8TH FLOOR P.O BOX 7679, KAMPALA - UGANDA
TEL:256-414 344 154. TOLL FREE LINE: 0800100222. Website: www.jsc.go.ug Email: info@jsc.go.ug
VACANCIES

Applications are invited from suitable and eligible Ugandans to fill the following vacant posts available in the Judiciary Service as specified below:

Applications on Public Service Form 3 (Revised 2008) //should be submitted online to the Secretary Judicial Service Commission (JSC), in a single document to: applications2021@jsc.go.ug with hard copies to the Office of the Secretary Judicial Service Commission, **LOTIS TOWERS, 6TH – 8TH FLOOR P.O. Box 7679, KAMPALA**, which should be received not later than 5:00 p.m of 15th February 2021. Applications should bear the title of the post applied for as well as the reference number specified against the vacancy.

Applicants should attach on each duly completed Form, an up to date Curriculum Vitae (CV) containing the names and contacts of at least two (2) Professional and two(2) Character referees, a recent passport size photograph, certified copies of academic certificates and transcripts and a copy of the National ID. Applicants already in Judiciary Service/Public Service should attach a copy of their latest IGG acknowledged Declaration Certificate of Income, Assets and Liabilities where applicable. In addition, all applicants for any of the positions on offer, are required to submit a self-assessment declaration on competences whose details and format can be accessed at www.jsc.go.ug

- 1. Post** : **Justice of the Supreme Court of Uganda**
Reference : **HRM 77/180/01B**
Salary Scale : **Specified Officers Category**
Number of Vacancies : **01**

Minimum Qualifications and Working Experience:

Applicants should be Ugandans in possession of a Bachelor of Laws (LLB) Degree from a recognized University / Institution plus a Post Graduate Diploma in Legal Practice from the Law Development Centre or a recognized Institution. Any advanced Post Graduate qualification in the relevant field or management will be an added advantage.

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Applicants should have served as a Justice of the Court of Appeal or a Judge of the High Court or a court of similar jurisdiction to such a Court or has practiced as an Advocate for a period of not less than fifteen (15) years before a court having unlimited jurisdiction in civil and criminal matters.

Applicants for this post should attach sample Judgments (for Judicial Officers), written submissions, professional papers/publications and journal articles (for Advocates), and a copy of the current practicing certificate where applicable.

For the above vacancy, any period during which a person has practiced as a Public Officer holding an office for which qualification as an Advocate is required shall be counted in the calculation of any period of practice required.

Duties:

To adjudicate cases subject to the jurisdiction of the Supreme Court of Uganda in accordance with the Constitution.

- 2. Post** : **Justice of the Court of Appeal of Uganda**
Reference : **HRM 77/180/01A Vol.2**
Salary Scale : **Specified Category**
Number of Vacancies : **02**

Minimum Qualifications and Working Experience:

Applicants should be Ugandans in possession of a Bachelor of Laws (LLB) Degree from a recognized University / Institution plus a Post Graduate Diploma in Legal Practice from the Law Development Centre or a recognized Institution. Any advanced Post Graduate qualification in the relevant field or management will be an added advantage.

Applicants should have served as a Judge of the High Court or a court having similar or higher jurisdiction or has practiced as an Advocate for a period of not less than ten (10) years before a Court having unlimited jurisdiction in civil and criminal matters or is a distinguished jurist and an Advocate of not less than ten (10) years standing.

Applicants should attach copies of sample Judgments (for Judicial Officers), written submissions, professional papers/publications and journal articles (for Advocates), and a copy of the current practicing certificate where applicable.

For the above vacancy, any period during which a person has practiced as a Public Officer holding an office for which qualification as an Advocate is required shall be counted in the calculation of any period of practice required.

Duties:

To adjudicate cases subject to the jurisdiction of the Court of Appeal of Uganda in accordance with the Constitution.

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3. Post	:	High Court Judge
Reference	:	HRM 77/180/01 Vol.5
Salary Scale	:	Specified
Number of Vacancies	:	04

Minimum Qualifications & Experience:

Applicants should be Ugandans in possession of a Bachelor of Laws (LLB) Degree from a recognized University / Institution plus a Post Graduate Diploma in Legal Practice from the Law Development Centre or a recognized Institution. Any relevant advanced/post graduate qualification(s) will be an added advantage.

Applicants should be or have been a Judge of a court having unlimited jurisdiction in civil and criminal matters or a court having jurisdiction in appeals from any such court or has practiced as an Advocate for a period not less than ten (10) years before a court having unlimited jurisdiction in civil and criminal matters.

Duties:

To adjudicate cases subject to the jurisdiction of the High Court of Uganda in accordance with the Constitution.

4. Post	:	Deputy Registrar
Reference	:	HRM 77/182/03 Vol. 2
Salary Scale	:	U1SE
Number of Vacancies	:	08

Minimum Qualifications and Working Experience:

Applicants should be Ugandans in possession of a Bachelor of Laws (LLB) Degree from a recognized University / Institution plus a Post Graduate Diploma in Legal Practice from the Law Development Centre or a recognized Institution. Applicants must have served as an Assistant Registrar or Chief Magistrate or a similar position in a reputable organization / institution. Any relevant advanced/post graduate qualification(s) will be an added advantage.

The successful candidate will be responsible to the Registrar in performing the following duties:

1. Assisting the Registrar in the administration of duties of the assigned Registry
2. Performing judicial functions within his/ her jurisdiction in a given court
3. Making monthly reports on the position of the cases in the Courts of Judicature
4. Assisting the Registrar in the management of court premises, equipment /tools and other Logistics
5. Overseeing the proper management of Registries
6. Planning for and managing Court sessions in consultation with the Registrar

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7. Supervising staff directly under him/her
8. Serving as case managers
9. Accounting for the resources for the respective Registries and Courts
10. Carrying out inspection of Courts
11. Handling any other duties that may be assigned by the Registrar.

5. Post	:	Assistant Registrar
Reference	:	HRM /77 /182 /04 Vol.2
Salary Scale	:	U1SE
Number of Vacancies	:	04

Minimum Qualifications and Working Experience:

Applicants should be Ugandans in possession of a Bachelor of Laws (LLB) Degree from a recognized University / Institution plus a Post Graduate Diploma in Legal Practice from the Law Development Centre or a recognized Institution. Any advanced Post Graduate qualification in the relevant field or management will be an added advantage.

Applicants should have at least two (2) years of working experience as a Chief Magistrate or in a similar position in a reputable organization / institution.

The Assistant Registrar will assist the Registrar or Deputy Registrar as the case may be in performing the following duties:

1. Assisting Registrar or Deputy Registrar in the Management of the of duties of the assigned Registry
2. Performing judicial functions within his/her jurisdiction in a given court
3. Making monthly reports on the position of the cases in the assigned Courts or Registry
4. Assisting Registrar or Deputy Registrar in the Management of Court premises, equipment /tools and other logistics.
5. Planning for and managing Court sessions in consultation with the Registrar or Deputy Registry
6. Supervising staff directly under him/her
7. Handling any other duties that may be assigned to him/her by the immediate supervisor.

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6. Post	:	Chief Magistrate
Reference	:	HRM / 77 /204 /03 Vol.4
Salary Scale	:	U1SE
Number of Vacancies	:	05

Minimum Qualifications and Working Experience:

Applicants should be Ugandans in possession of a Bachelor of Laws (LLB) Degree from a recognized University / Institution plus a Post Graduate Diploma in Legal Practice from the Law Development Centre or a recognized Institution. Any advanced Post Graduate qualification in the relevant field or management will be an added advantage. Applicants should have served as a Magistrate Grade 1 for at least 10 years or in a similar position in a reputable organization / institution.

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

1. Hearing both Civil and Criminal cases
2. Writing and delivering judgments
3. Making monthly reports on the position of cases in the court (s) of Jurisdiction
4. Administering and supervising staff in the magisterial area
5. Providing support supervision to lower Courts
6. Inspecting places of detention in their areas and chairing District Chain Linked Committee meetings
7. Accounting for resources disbursed to him/her
8. Responsible for Court premises and logistics directly under him/her
9. Overseeing the proper management of registries
10. Handling any other duties that may be assigned to him/her by the supervisor.

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7. Post : Magistrate Grade 1
Reference : HRM/77/204 /01 Vol.3
Salary Scale : U4
Number of Vacancies : 05

Minimum Qualifications:

Applicants should be Ugandans in possession of a Bachelor of Laws (LLB) Degree from a recognized University / Institution plus a Post Graduate Diploma in Legal Practice from the Law Development Centre or a recognized Institution. Any advanced Post Graduate qualification in a relevant field will be an added advantage. A Certificate of Enrolment is a requirement.

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

1. Adjudicate civil and criminal cases within his/ her jurisdiction
2. Write and deliver Judgments
3. Supervise staff directly under him/her
4. Submit monthly reports on the position of the cases in his/her court of the jurisdiction
5. Account for all resources disbursed and handled by him/her at the court
6. Responsible for court premises, registries and logistics directly under him/her
7. Handle any other duties that may be assigned to him/her by Chief Magistrate

For all the above vacancies, any period during which a person has served as a public officer holding an office for which qualification for an advocate is required shall be taken into account in calculating the various period of practice required above.

NB. CANVASSING BY APPLICANTS OR FOR AND ON BEHALF APPLICANTS SHALL LEAD TO AUTOMATIC DISQUALIFICATION.

ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED



Ronald Sekagya
For: **Secretary / Permanent 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”.