

SUPREME COURT of NSW

Registrar, Common Law Case Management (Special LO6)

- Temporary full time up to 12 August 2016
- Location: Sydney CBD
- Legal Officer Grade 6, Salary (\$125,403-\$128,046), plus employer's contribution to superannuation and annual leave loading

As Registrar, Common Law Case Management, you will be responsible for presiding in the Registrar's Court and the provision of specialist technical, legal and operational assistance and support to the Judiciary and the provision of support and assistance to the Chief Executive Officer and Principal Registrar and to the Manager, Court Services, as and when required, in the overall day-to-day management of operations of the Court. You will be liaising closely with the civil case List Judge and the judges of the Common Law Division; conducting daily directions hearings, hearing special fixtures of procedural applications, and allocating hearing dates for cases.

To apply for this role you need to submit an application online via www.jobs.nsw.gov.au. Your application will be assessed on your ability to meet the following selection criteria:

- Legal qualifications
- A minimum of 5 years post admission experience
- Demonstrated highly developed legal skills and capabilities, including in advocacy work;
- Sound knowledge of all relevant rules, legislation and practice and procedure in the NSW Court system.

Please review the role description and The Capability Framework for NSW Public Sector.

How to Apply: Your application should include a covering letter [maximum two pages] and an up-to-date resume of no more than five pages which clearly details your skills and experience as relevant to this role. You are not required to address selection criteria. Please review Applying for a role in the NSW Public Service for more guidance.

Contact Information

Contact Officer – Steven Jupp

Phone Number – (02) 9230 8333

Closing date: Monday, 8 September 2014 (11.59pm)