



JUDICIAL SERVICE COMMISSION

EXTERNAL ADVERT NO. 5 OF 2026

KATALIMA ROAD, JLOS HOUSE, LEVEL 3 & 4. P.O BOX 7679, KAMPALA – UGANDA
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VACANCIES

Applications are invited from suitably qualified and eligible citizens of Uganda to fill the vacant posts available in the Judiciary Service as specified below. Applicants will be subject to all the Terms and Conditions set out herein.

Applications on Judicial Service Commission Application Form 1 and Form 2 in **TYPED FORMAT**, should be submitted online to the Secretary Judicial Service Commission (JSC), **as a SINGLE PDF DOCUMENT** to the application email addresses provided **for each position, not later than midnight of Monday, 24th August, 2026.**

Applicants are permitted to apply for only one (1) advertised position. Submission of applications for more than one position by the same applicant shall result in automatic disqualification from the recruitment process. Only candidates who are shortlisted will be contacted and invited to participate in the subsequent stages of the selection process. Applicants who do not receive any communication from the Judicial Service Commission (JSC) by the conclusion of the recruitment and selection process should consider their applications unsuccessful.

The Judicial Service Commission (JSC) is an equal opportunity employer.

PART 1 (JUDICIAL OFFICERS)

Instructions to Applicants:

- JSC Application Form No.1 of 2021 can be accessed at <https://www.jsc.go.ug/new/jsc-application-forms>. This form should be completed in typed format. **Handwritten forms will not be accepted.**
- Applicants should attach on a duly completed Form 1 and in the order provided herewith the following:
 - A copy of National ID.
 - A passport-size photograph.
 - An up-to-date Curriculum Vitae (CV).
 - Copies of academic certificates and transcripts certified by the issuing Institution. **Note:** The Uganda Certificate of Education (UCE) and the Uganda Advanced Certificate of Education (UACE) should be certified by Uganda National Examinations Board (UNEB).
 - Names, Contacts and letters of recommendation of two (2) Professional and two (2) Character referees.
 - A Certificate of Enrolment, except for applicants in Government of Uganda Service.
 - Four (4) samples of Judgments written, reports, submissions or academic writings.
 - A certified copy of the latest and complete Declaration of Income, Assets and Liabilities from the Inspectorate of Government for applicants in Judiciary Service/Public Service.
 - Copies of previous appointment, Confirmation and promotion letters (where necessary).
 - Any other relevant documents.
 - Applicants' self-assessment declaration on competencies. The details and format can be found at <https://www.jsc.go.ug/self-assessment-guides/>

Additional information

- No applicant or his/her agent should contact any member, officer or staff of the Commission. Canvassing by applicants or for and on behalf of applicants shall lead to automatic disqualification.
- This application process is **free**. No one should pay money to anyone for any service relating to this recruitment process.
- In case of any inquiry, contact Tel. No. +256-414 344154 or e-mail recruitment2025@jsc.go.ug

Post : Justice Court of Appeal
Reports to : Deputy Chief Justice
Salary Scale : Specified Category
Number of vacancies : 02 (Two)
Email to submit application documents: applicationsjca2026@jsc.go.ug

Minimum Qualifications and Working Experience:

1. Citizenship

Applicants must be **citizens of Uganda**.

2. Qualifications

- A **Bachelor of Laws (LLB) Degree** from a recognised University or Institution; and
- A **Postgraduate Diploma in Legal Practice** awarded by the Law Development Centre (Uganda) or an equivalent

qualification from a recognised institution within the East African Community.

3. Relevant Experience

Applicants must satisfy **at least one** of the following experience requirements:

- Have served as a **Judge of the High Court of Uganda** or of a court of equivalent status exercising **unlimited original jurisdiction in civil and criminal matters**; or
- Have served as a **Judge of a court with appellate jurisdiction** over a court exercising unlimited original jurisdiction in civil and criminal matters; or
- Have practised as an **Advocate** before a court exercising unlimited original jurisdiction in civil and criminal matters for a period of **not less than ten (10) years**; or
- Be a **distinguished jurist** or an **Advocate of Courts of Judicature for not less than ten (10) years' standing**, with demonstrated expertise, integrity, and distinguished contribution to the development and administration of the law.

4. Supporting Documentation

Applicants must provide documentary evidence in support of all academic qualifications, professional qualifications, and relevant work experience claimed in the application.

Applicants for this post should attach at least four (4) samples of Judgements (Criminal and Civil), or reports, or submissions or academic writings.

Any relevant advanced/post graduate qualification(s) will be an **added advantage**.

A Certificate of Enrolment is a requirement, except for applicants in Government of Uganda Service.

Key duties and responsibilities:

- To adjudicate cases within the jurisdiction of the Court of Appeal / Constitutional Court of Uganda in accordance with the Constitution.

Post : High Court Judge
Reports to : Principal Judge
Salary Scale : Specified Category
Number of vacancies : 02 (Two)
Email to submit application documents: applicationshcj2026@jsc.go.ug

Minimum qualifications and working experience:

Applicants must satisfy the following minimum qualifications and experience requirements:

1. Citizenship

Applicants must be **citizens of Uganda**.

2. Qualifications

Applicants must:

- Possess a **Bachelor of Laws (LLB) Degree** from a recognised University or Institution; and
 - Hold a **Postgraduate Diploma in Legal Practice** awarded by the Law Development Centre (Uganda) or an equivalent qualification from a recognised institution within the East African Community.
- Possession of an **advanced or postgraduate qualification** in Law or a related discipline from a recognised institution shall be an added advantage.

3. Relevant Experience

Applicants must satisfy **at least one** of the following experience requirements:

- Have served for a **cumulative period of not less than ten (10) years** as a **Judge of the High Court of Uganda** or a court of equivalent jurisdiction within the East African Community; or
- Have served for a **cumulative period of not less than ten (10) years** as a **Registrar, Deputy Registrar, Assistant Registrar, or Chief Magistrate** in the Judiciary; or
- Have practised as an **Advocate** before a court exercising **unlimited original jurisdiction in civil and criminal matters** for a period of **not less than ten (10) years**; or
- Be a **distinguished jurist** or an **Advocate of Courts of Judicature for not less than ten (10) years' standing**, with demonstrated expertise, integrity, and distinguished contribution to the development and administration of the law.

4. Supporting Documentation

Applicants must attach **at least four (4)** samples of their professional written work, which may include any combination of:

- Judgments (civil and/or criminal);
- Legal opinions or reports;

- Written submissions or pleadings;
- Published or unpublished academic or scholarly legal writings; or
- Other legal publications demonstrating legal reasoning, analytical ability, and professional competence.

The Judicial Service Commission reserves the right to verify the authenticity and authorship of all documents submitted in support of an application. A Certificate of Enrolment is a requirement, except for applicants in Government of Uganda Service.

The incumbent will be responsible for the following duties and responsibilities:

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

Note: Applicants who previously applied under JSC External Advert No.1 of 2026 and sat a competence test, need not to re-apply.

Post : Registrar
Reports to : Chief Registrar
Salary Scale : JSS1-SE
Number of vacancies : 01 (One)
Email to submit application documents: applicationsr2026@jsc.go.ug

Minimum Qualifications and Working Experience:

Applicants must satisfy the following minimum qualifications and experience requirements:

1. Citizenship

Applicants must be **citizens of Uganda**.

2. Qualifications

Applicants must possess:

- A **Uganda Certificate of Education (UCE)** or its equivalent;
- A **Uganda Advanced Certificate of Education (UACE)** or its equivalent;
- A **Bachelor of Laws (LLB) Degree** obtained from a recognised University or Institution; and
- A **Postgraduate Diploma in Legal Practice** awarded by the Law Development Centre (Uganda) or an equivalent qualification from a recognised institution.

Possession of relevant **advanced or postgraduate qualifications**, professional certifications, or **Information and Communication Technology (ICT)** qualifications shall be an added advantage.

Applicants who are **not serving in the Government of Uganda** must attach a valid **Certificate of Enrolment** as an Advocate. Applicants currently serving in the Government of Uganda are exempt from this requirement.

3. Relevant Experience

Applicants must satisfy **at least one** of the following experience requirements:

- Have served as a **Deputy Registrar** for a period of **not less than one (1) year**; or
- Have served as an **Assistant Registrar** for a period of **not less than two (2) years**; or
- Have served for a period of **not less than two (2) years** in a comparable legal or judicial position in a reputable organisation or institution, with responsibilities equivalent to those of an Assistant Registrar.

4. Supporting Documentation

Applicants must attach **at least four (4)** samples of their professional written work demonstrating legal knowledge, analytical ability, and judicial competence. The samples may include any combination of:

- Civil and criminal judgments;
- Legal reports;
- Written submissions or pleadings;
- Legal opinions; and/or
- Published or unpublished academic or scholarly legal writings.

The Judicial Service Commission reserves the right to verify the authenticity and authorship of all documents submitted.

5. Appointment and Confirmation

Successful applicants shall be appointed in **substantive capacity**.

Key duties and responsibilities:

- Performing judicial functions as prescribed by law;
- Managing the Registry assigned;
- Organizing sessions and Court sittings for the Court;

- Ensuring that Court case records are complete before cause listing;
- Preparing meetings of Justices, Judges, staff, and users of the Court;
- Serving as the sub-accounting officer for all funds of the Court;
- Managing an inventory of Judiciary assets;
- Preparing the Court's performance and activity reports on a monthly, quarterly, biannual, and annual basis;
- Promoting the positive image of the Judiciary by adhering to the Judicial Code of Conduct, the Judiciary's core values, and its policy of zero-tolerance of corruption among Court staff and oneself;
- Ensuring that the Registry, Archives, and Exhibit stores are kept well organised; and
- Carrying out any other duties that may be assigned to him or her by the supervisor.

Post : Chief Magistrate
Reports to : Deputy Registrar
Salary Scale : JSS1-SE
Number of vacancies : 01 (One)
Email to submit application documents: applicationscm2026@jsc.go.ug

Minimum qualifications and working experience:

Applicants must satisfy the following minimum qualifications and experience requirements:

1. Citizenship

Applicants must be **citizens of Uganda**.

2. Qualifications

Applicants must possess:

- A **Bachelor of Laws (LLB) Degree** obtained from a recognised University or Institution;
- A **Postgraduate Diploma in Legal Practice** awarded by the Law Development Centre (Uganda) or an equivalent qualification from a recognised institution;
- An **Uganda Certificate of Education (UCE)** or its equivalent; and
- An **Uganda Advanced Certificate of Education (UACE)** or its equivalent.

Possession of relevant **advanced or postgraduate qualifications**, professional certifications, specialised legal training, and **Information and Communication Technology (ICT)** qualifications shall be an added advantage.

Applicants who are **not serving in the Government of Uganda** must attach a valid **Certificate of Enrolment** as an Advocate. Applicants serving in the Government of Uganda are exempt from this requirement.

3. Relevant Experience

Applicants must satisfy **at least one** of the following experience requirements:

- Have served as a **Senior Principal Magistrate Grade I** for a period of **not less than two (2) years**; or
- Have served as a **Principal Magistrate Grade I** for a period of **not less than three (3) years**; or
- Have served as a **Senior Magistrate Grade I** for a period of **not less than four (4) years**; or
- Have served as a **Magistrate Grade I** for a period of **not less than eight (8) years**; or
- Have practised as an **Advocate** or served in a comparable legal position in private practice, a reputable law firm, public institution, or other recognised organisation for a period of **not less than eight (8) years**, with demonstrated experience in litigation, legal advisory services, judicial work, or other relevant legal practice.

4. Supporting Documentation

Applicants must attach **at least four (4)** samples of their professional written work demonstrating legal knowledge, analytical ability, and judicial competence. The submissions may include any combination of:

- Civil and criminal judgments;
- Legal reports;
- Written submissions or pleadings;
- Legal opinions; and/or
- Published or unpublished academic or scholarly legal writings.

The Judicial Service Commission reserves the right to verify the authenticity, authorship, and originality of all documents submitted in support of an application.

5. Appointment and Confirmation

Successful applicants shall be appointed in **an acting capacity** for a period of **one (1) year**. Confirmation to

the substantive position shall be subject to satisfactory performance, conduct, and successful completion of a formal performance evaluation conducted in accordance with the applicable Judicial Service Commission and Judiciary human resource policies.

Key duties and responsibilities:

- Being in charge of the Magisterial Area;
- Supervising all Magistrates and staff in the Magisterial Area;
- Managing funds released to the Court;
- Hearing and disposing of civil and criminal cases;
- Organizing and chairing District Coordination Committees (DCC) and staff meetings;
- Organizing open court days;
- Making periodic visits to detention centres within the Magisterial Area;
- Serving as custodian of the Court seal;
- Supervising Local Council Courts;
- Managing an inventory of Judiciary assets, if in charge of a station;
- Preparing monthly situational activity and performance reports to the Chief Registrar;
- Ensuring proper utilisation of the Electronic Court Case Management Information System;
- Submitting monthly returns to the Registry of Magistrates' Affairs and Data Management;
- Promoting the positive image of the Judiciary by adhering to the Judicial Code of Conduct, the Judiciary's core values, and its policy of zero-tolerance of corruption among Court staff and oneself;
- Ensuring that the Registry, Archives and Exhibits stores are kept well organised; and
- Performing any other duties that may be assigned from time to time by the supervisor.

Post	: Magistrate
Reports to	: Chief Magistrate
Salary Scale	: JSS1-SE
Number of vacancies	: 01 (One)
Email to submit application documents: applicationsmg12026@jsc.go.ug	

Minimum qualifications and working experience:

Applicants must satisfy the following minimum qualifications and eligibility requirements:

1. **Citizenship**
Applicants must be **citizens of Uganda**.
2. **Academic and Professional Qualifications**
Applicants must possess:
 - An **Uganda Certificate of Education (UCE)** or its equivalent;
 - An **Uganda Advanced Certificate of Education (UACE)** or its equivalent;
 - A **Bachelor of Laws (LLB) Degree** obtained from a recognised University or Institution; and
 - A **Postgraduate Diploma in Legal Practice** awarded by the Law Development Centre (Uganda) or an equivalent qualification from a recognised institution.

Possession of relevant **advanced or postgraduate qualifications**, specialised legal training, **Information and Communication Technology (ICT)** qualifications, or other relevant professional experience shall be an added advantage.

Applicants who are **not serving in the Government of Uganda** must attach a valid **Certificate of Enrolment** as an Advocate. Applicants serving in the Government of Uganda are exempt from this requirement.

3. **Selection Process**
The Judicial Service Commission reserves the right to conduct an **aptitude test, competency assessment, practical exercise, or any other selection assessment** as part of the recruitment process where it considers such assessment necessary to determine the suitability of applicants for appointment.

Only applicants who satisfy the prescribed minimum qualifications and any other requirements specified in the advertisement shall be considered for the subsequent stages of the recruitment process.

Note: Where necessary, the Commission will conduct an aptitude or competence test for this position.

Key duties and responsibilities:

- Being in charge of the assigned Magistrate Court;
- Supervising subordinate staff at the assigned Magistrate Court;
- Managing funds released to the Court;
- Hearing and disposing of civil and criminal cases;
- Organizing and chairing stakeholder and staff meetings, if in charge of station;
- Making periodic visits to detention centres within the Magisterial Area;
- Serving as custodian of the Court seal;
- Managing an inventory of Judiciary assets, if in charge of a station;
- Preparing monthly situational activity and

- performance reports to the Chief Magistrate;
- Ensuring proper utilisation of the Electronic Court
- Case Management Information System/CCAS;
- Submitting monthly returns to the Registry of
- Magistrates' Affairs and Data Management;
- Promoting the positive image of the Judiciary by adhering to the Judicial Code of Conduct, the Judiciary's core values, and its policy of zero-tolerance of corruption among Court staff and oneself;
- Ensuring that the Registry, Archives and Exhibits stores are kept well organised; and
- Performing any other duties that may be assigned from time to time by the supervisor.

PART 2 (ADMINISTRATIVE & OTHER STAFF)

Instructions to Applicants:

- a) JSC Application Form No.2 of 2024 can be accessed at <https://www.jsc.go.ug/new/jsc-application-forms>. This form should be completed in typed format. **Handwritten forms will not be accepted.**
- b) Applicants should attach on a duly completed Form 2 and in the order provided herewith the following:
 - (i) A copy of National ID.
 - (ii) A passport-size photograph.
 - (iii) An up-to-date Curriculum Vitae (CV).
 - (iv) Copies of academic certificates and transcripts certified by the issuing Institution.

Note: The Uganda Certificate of Education (UCE) and the Uganda Advanced Certificate of Education (UACE) should be certified by Uganda National Examinations Board (UNEB).

 - (v) Names, Contacts and letters of recommendation of two (2) Professional and two (2) Character referees.
 - (vi) A certified copy of the latest and complete Declaration of Income, Assets and Liabilities from the Inspectorate of Government for applicants in Judiciary Service/Public Service (where necessary).
 - (vii) Copies of previous appointment, Confirmation and promotion letters (where necessary).
 - (viii) Any other relevant documents.
- e) All Application documents listed above should be combined into a single pdf document and submitted **on-line** to the Secretary Judicial Service Commission (JSC), to the application email address provided against each position.

Additional information

- No applicant or his/her agent should contact any member, officer or staff of the Commission. Canvassing by applicants or for and on behalf of applicants shall lead to automatic disqualification.
- This application process is **free**. No one should pay money to anyone for any service relating to this recruitment process.
- In case of any inquiry, contact Tel. No. 256-414 344 or e-mail recruitment2025@jsc.go.ug

Post	: Commissioner, Information and Communication Technology
Reports to	: Permanent Secretary
No. of Vacancies	: 01
Salary Scale	: JSS1-SE
Application email	: applicationscict2026@jsc.go.ug

Minimum Qualifications and Working Experience.

The applicant should be Ugandan Citizen holding an Honor's Bachelor's degree in either Information Technology, Computer Science, Management Information Systems/Information Systems, Statistics (Statistical Computing/Computer Science option) or Business Computing, Software Engineering, Computer Engineering, Information Security, Science (Computer Science or Mathematics option) from a recognised University or awarding institution.

A Master's degree in either Information Technology, Computer Science, Management Information Systems/ Information Systems, Statistics (Statistical Computing/ Computer Science option) or Business Computing, Software Engineering, Computer Engineering, Information Security, Science (Computer Science or Mathematics option) from a recognised University or awarding institution.

A Post graduate diploma in management field from a recognised University or awarding institution is an **added advantage**.

Professional Certification in COBIT (Control Objectives for Information and Related Technology or Prince 2 or PMP awarded by recognised Institution.

At least twelve (12) years working experience in the field of IT field, three (3) of which should have been attained at the level of Assistant Commissioner IT in Government or a reputable organization.

Key Duties and Responsibilities:

- Reviewing policies and procedures for estates management and maintenance.
- Developing and formulating construction and maintenance plans, schedules and related budgets.
- Developing technical specifications and standards for

construction and maintenance of buildings; and procurement of furniture.

- Supervising the preparation of bills of quantities for projects.
- Supervising the construction and maintenance of physical infrastructure.
- Verifying works, prepare payment certificates and issue completion certificates.
- Supervising Consultants and Contractors in executing construction and maintenance works.
- Liaising with the stakeholders for proper use of tenancy agreements in renting court buildings.
- Monitoring and Evaluating staff performance against set targets and objectives and recommend appropriate action.

Post	: Assistant Commissioner, Information and Communication Technology
Reports to	: Commissioner, Information and Communication Technology
No. of Posts	: 01
Salary Scale	: JSS1-E
Application email	: applicationsacict2026@jsc.go.ug

Minimum Qualifications and Working Experience.

The applicant should be Ugandan Citizen holding an Honor's Bachelor's degree in either Information Technology or Computer Science or Management Information Systems/Information Systems or Statistics (Statistical Computing/Computer Science option) or Business Computing or Software Engineering or Computer Engineering or Information Security or Science (Computer Science or Mathematics option) from a recognised University or awarding institution.

A Master's degree in the field of Information Technology or Computer Science or Management Information Systems/ Information Systems or Statistics (Statistical Computing/ Computer Science option) or Business Computing or Software Engineering or Computer Engineering or Information Security or Science (Computer Science or Mathematics option) from a recognised University or awarding institution.

A Post graduate diploma in management field from a recognised University or awarding institution will be an **added advantage**.

Professional Certification in COBIT (Control Objectives for Information and Related Technology or Prince 2 or PMP awarded by recognised Institution.

At least nine (9) years working experience in the field of IT three (3) of which should have been attained at the level of Principal IT Officer in Government or equivalent and relevant level of experience in a reputable organization.

Key Duties and Responsibilities:

- Leading the development, planning and implementation of enterprise ICT systems that improve ICT cost effectiveness, service quality and business development in support of the delivery of the mandate of the Judiciary.
- Leading ICT strategic and operational planning to achieve the mandate of the Judiciary by fostering innovation, prioritizing use of Government shared ICT services and coordinating the evaluation, deployment and management of current and future ICT systems for the Judiciary.
- Collaborating with all the departments of the Judiciary to develop and maintain ICT as a service delivery enabler for the Judiciary;
- Leading the formulation and continuous improvement of ICT policies, strategies, and standards in line with national ICT related standards, frameworks and guidelines;
- Creating and maintaining an IT enabled environment that encourages innovation and risk-taking ensuring proper alignment between the ICT department and the objectives of other departments, with a performance management culture;
- Guiding, supporting and coaching subordinate staff;
- Ensuring that the Judiciary's ICT systems and data are protected in compliance with the National Information Security Framework;
- Coordinating the adoption of E-Government and digitization of business processes for the Judiciary;
- Undertaking ICT related planning and budgeting activities for the Judiciary; and implementing change management programs to increase adoption and use of ICT in the Judiciary.

Post	: Assistant Commissioner, Engineering and Technical Services (Civil Works)
Reports to	: Commissioner, Engineering and Technical Services
No. of Vacancies	: 01
Salary Scale	: JSS1-SE
Application email	: applicationsacet2026@jsc.go.ug

Minimum Qualifications and Working Experience.

Applicants shall be Ugandan Citizens holding a BSc Degree in Civil Engineering or Bachelor of Civil and Building Engineering or Bachelors degree of Engineering in Civil and Building or Bachelors degree of (Engineering), Civil and Structural Engineering from a recognised University or awarding Institution plus a Master's Degree in any of the above fields.

Membership with the Uganda Engineers Registration Board (ERB).

Post Graduate Diploma in management is an **added advantage**.

At least nine (9) years' working experience, three (3) of which should have been served at the level of Principal Engineer in Government or equivalent level of experience from a reputable organization.

Key Duties and Responsibilities:

- Reviewing policies and procedures for estates management and maintenance.
- Developing and formulating construction and maintenance plans, schedules and related budgets.
- Developing technical specifications and standards for construction and maintenance of buildings; and procurement of furniture.
- Supervising the preparation of bills of quantities for projects.
- Supervising the construction and maintenance of physical infrastructure.
- Verifying works, prepare payment certificates and issue completion certificates.
- Supervising Consultants and Contractors in executing construction and maintenance works.
- Liaising with the stakeholders for proper use of tenancy agreements in renting court buildings.
- Monitoring and Evaluating staff performance against set targets and objectives and recommend appropriate action.

Post	: Senior personal secretary
Reports to	: Principal personal secretary
No. of Posts	: 01
Salary	: JSS3
Application email	: applicationsps2026@jsc.go.ug

Minimum Qualifications and Working experience

Applicants should be Ugandans holding an Honors Bachelor's Degree in Secretarial Studies or Business and Office Management; or Office Management; or Office and Information Management; or Administrative and Secretarial Science or Management or Administrative and Secretarial Studies from an accredited University/Institution.

At least three (3) years working experience attained at the level of Personal Secretary in Government or reputable organization.

Key Duties and Responsibilities:

- Attending to callers, either in person or on telephone.
- Identifying and managing office facilities and equipment.
- Receiving incoming mail and supervising the dispatch of outgoing mail.
- Preparing documents for meetings and speeches.
- Drafting letters of routine nature.
- Providing office management services.
- Managing records in accordance with established security and records management procedures.
- Supervising cleaning and tidying of the office.
- Appraising performance of secretarial staff.

Post	: Court Transcriber
Reports to	: Immediate Supervisor
No. of Posts	: 06
Salary	: JSS4
Application email	: applicationct2026@jsc.go.ug

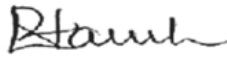
Minimum Qualifications and Working experience

The applicants should be Ugandans holding a Bachelor's Degree in either Secretarial Studies, Business and Office Management, Office and Information Management, Administrative and Secretarial Science or Management, Administrative and Secretarial Studies or any other relevant qualification in the field of Secretarial Studies from a recognised University or awarding Institution.

Key Duties and Responsibilities:

- Attending to hearings, depositions, proceedings and other types of events that require a written transcript.
- Transcribing verbatim proceedings of courts using computerized recording equipment, electronic machines or steno equipment.
- Filing and storing shorthand notes and recordings of court sessions.
- Availing copies of transcriptions to the courts, legal counsels and any other involved party.
- Filing legible transcript of records of a court case with the court clerk's office.
- Maintaining the transcribing and other office equipment under his / her care.

Note: The qualification is reviewed to include qualifications that are analogous to the foundation qualifications for the post of Court Transcriber.


Dr. Rose Nassali Lukwago
**PERMANENT SECRETARY/ SECRETARY,
JUDICIAL SERVICE COMMISSION**