

Open	<u> X </u>
Promotional	<u> X </u>
Transfer	<u> X </u>

**KANSAS JUDICIAL BRANCH
NOTICE OF EMPLOYMENT OPPORTUNITY**

Location of Employment: Miami County District Court
Miami County Courthouse
Paola, KS 66071

Position Title and Salary: Official Court Reporter
Grade 25 - Step A
\$42,126 annually

Job Duties: Highly responsible work in recording and transcribing verbatim reports of judicial trials, conferences, and hearings. Must be available for assignment to any court within the district and may be assigned to another district by departmental justice. Performs administrative duties for assigned judge.

Required Education and Experience: Graduation from high school, including or supplemented by courses in typing and stenotype operation, and three years experience in typing and taking high speed dictation through the use of a stenotype machine.

Necessary Special Requirement: Certificate as a Certified Reporter issued in compliance with applicable Supreme Court Rules. Must have computer theory and no fear of technology.

Send Applications to: Janet England, Chief Clerk
P.O. Box 187
Paola, Kansas 66071
(913) 294-4374

Application Deadline: Open until filled.

The Americans with Disabilities Act ensures your right to reasonable accommodations during the employment process. A request for an accommodation will not affect your opportunities for employment with the Judicial Branch.

THE KANSAS JUDICIAL BRANCH IS AN EEO/AA EMPLOYER