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**KANSAS JUDICIAL BRANCH
NOTICE OF EMPLOYMENT OPPORTUNITY
TWELFTH JUDICIAL DISTRICT**

DATE: March 17, 2014
CLOSING DATE: Until Filled

LOCATION OF EMPLOYMENT: 12th Judicial District
Cloud County Courthouse
811 Washington
Concordia, Kansas

CLASSIFICATION AND GRADE: Official Court Reporter
Grade 25 / Step A
\$20.658 per hour / \$1652.64.24 bi-weekly
\$42,969 annually

JOB DUTIES: Highly responsible work in recording and accurately transcribing verbatim reports of judicial trials, hearings and conferences. Duties include travel accompanying district judge throughout a six county district.

REQUIRED EDUCATION AND EXPERIENCE: Must be a Kansas Certified Court Reporter or be able to obtain a temporary certificate issued in compliance with applicable Kansas Supreme Court Rules.

SEND APPLICATION AND RESUME TO: Ms. Lea D. Throckmorton
Chief Clerk
811 Washington, Suite P
Concordia, KS 66901
(785) 243-8124

KANSAS JUDICIAL BRANCH APPLICATION REQUIRED:
Application available at: www.kscourts.org/pdf/application.pdf

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. It is your responsibility to make your needs known to the Judicial Branch. Please contact Lea D. Throckmorton at (785) 243-8124 or by TTY at Kansas Relay Center at (800) 766-3777.

THE KANSAS JUDICIAL BRANCH IS AN EEO/AA EMPLOYER