



Government of St. Vincent and the Grenadines

POST OF JUDICIAL RESEARCH ASSISTANT

REGISTRY, HIGH COURT

Applications are invited from suitably qualified persons to fill the post of **JUDICIAL RESEARCH ASSISTANT** at the Registry and High Court.

QUALIFICATIONS AND EXPERIENCE

Applicants should possess the following qualifications:

- A Bachelor of Laws Degree
- A Legal Education Certificate or equivalent recognized qualification
- The applicant should be called to the Bar in the State of St. Vincent and the Grenadines
- At least one (1) year working experience in a legal environment would be an asset.

CORE DUTIES

The duties of the person appointed to the post will include:

- Reviewing and summarizing evidence, procedural history, and legal issues in relation to matters before the High Court and preparing bench memoranda
- Conducting legal research in preparation for trials, during trials and during the judgement writing process
- Reviewing legal documents at the request of the High Court Judges
- Preparing digests of proceedings for sittings of the High Court
- Reviewing court documents, for completeness of format, citations, grammar, spelling, clarity and accuracy
- Proofreading judgment in preparation for delivery
- Performing such other duties as may be assigned by the Registrar

SALARY

Salary is payable at the rate of \$63,192 x \$3,648-\$81,432 in Grade D.

CLOSING DATE FOR APPLICATIONS

Applications accompanied by proof of qualifications, along with two (2) recent testimonials, should be sent to the Chief Personnel Officer, Personnel Department, Ministerial Building, 2nd Floor, Halifax Street, Kingstown, no later than **October 16, 2026**.