

JOB ANNOUNCEMENT

Court Reporter II (10025) State Funded

Administrative Office of the Courts Sixth Judicial Circuit

Description of Work:

This is responsible work providing verbatim recording and transcription of court proceedings using specialized equipment. The Court Reporter II reports all proceedings in courts in order to create an accurate and verbatim transcript of the proceedings. The Court Reporter II remains current on the latest technological advances in the field and new terminology that is offered in felony cases such as DNA data, medical and psychological opinions in order to increase speed and accuracy in work. Work is performed under the direct supervision of the Manager, Court Reporting Services.

Minimum Training and Experience Required:

Two years' experience as a skilled, practical reporter, or who upon examination shall be able to report and transcribe accurately (200 wpm) of the judge's charge or (225 wpm) of testimony. Registered Professional Reporter Certificate from the National Court Reporters Association (NCRA) required. Real-Time Skills preferred.

Location: Pinellas County Justice Center, 14250 49th Street North, Clearwater, FL 33762
Note: Some travel may be required.

Salary Range: **Court Reporter II** \$4,370.40 monthly; State Pay Grade 28 (RPR qualified)
Court Reporter I \$3,964.09 monthly; State Pay Grade 26 (no RPR certification)

Submit Court application to the following location:

Pinellas County Justice Center, 14250 49th St. No., Suite 2-H (Human Resources), Clearwater, FL 33762

Application is available via Internet at: www.jud6.org

APPLICATION DEADLINE: **Until Filled**

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ANY PERSON WITH A DISABILITY WHO REQUIRES A SPECIAL ACCOMMODATION TO PARTICIPATE IN THE APPLICATION/SELECTION PROCESS SHOULD CALL THE HUMAN RESOURCES DEPARTMENT AT (727) 453-7165 IN ADVANCE.