***LEGAL AID BOARD***

***www.legalaidboard.ie***



**Legal Clerks**

The **LEGAL AID BOARD** is an independent state agency which provides legal aid and advice in civil cases to persons of modest means at little cost. The Board’s mission is to “*facilitate the effective resolution of civil disputes through the delivery of efficient and accessible legal aid and mediation services and to effectively manage and administer the State’s criminal legal aid schemes***.”**

Applications are invited for the position of Legal Clerk in the Legal Aid Board. Following a competition, a Panel will be established from which temporary and permanent positions will be filled in the 12 months following the Panel’s establishment. This competition is confined to positions in **Cork, Dublin and Galway.**

The salary for a Legal Clerk ranges from €37,439 to €44,505 via 8 annual increments (which are subject to satisfactory service). Two long service increments, payable after a further 3 and 6 years, bring the salary scale to €45,830 and €47,066. The Board offers extensive opportunities for further training, and there are opportunities for advancement within the Board.

Applicants are required to hold a legal qualification to at least Diploma level and have a minimum of 12 months experience within a legal office. Interested qualified applicants should forward their completed application form to:

**Human Resources Section**

**Legal Aid Board**

**Quay Street,**

**Cahirciveen,**

**Co. Kerry**

**Ph: 066 947 1000**

**e-mail:** **recruitment@legalaidboard.ie**

Closing date for receipt of applications: **4.00pm Tuesday 31st July, 2018**.

Application forms and further information is available on *www.legalaidboard.ie*

***THE LEGAL AID BOARD IS AN EQUAL OPPORTUNITIES EMPLOYER***