

## EMPLOYMENT NOTICE

The Jacksonville Civil Service Board will be accepting applications to establish a register for the position of MUNICIPAL COURT MAGISTRATE from 8:00am on April 8 through 2:00pm on April 22, 2019. Applications may be obtained at the Civil Service Office located at 650 Mountain Street NW, Jacksonville, Alabama (Mon - Fri, 8AM - 2PM) or downloaded at [www.jacksonville-al.org](http://www.jacksonville-al.org).

### QUALIFICATIONS

- Graduate from a standard senior high school with courses of study to include business or office procedures (*must provide proof*).
- Must enroll in the Alabama Municipal Court Clerks and Magistrates certification program within six (6) months of employment.
- Must be bondable.

### NECESSARY SPECIAL REQUIREMENTS

- Must possess a valid driver's license (*must provide proof*) and a driving record suitable for insurability.
- Must have the flexibility to travel for professional development and work non-standard hours as necessary.

Range: 12

Salary: Minimum - \$13.69; Maximum - \$22.63

EOE

Civil Service Board contact information:

Pamela Mason

256/435-9695 (Mon - Fri, 8AM - 2PM)

[civilservice@jacksonville-al.org](mailto:civilservice@jacksonville-al.org).