



## JUDICIAL AND LEGAL SERVICE COMMISSION

# VACANCY NOTICE

### PUBLIC PROSECUTORS OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTORS

The Office of the Director of Public Prosecutions invites suitably qualified individuals to apply for the position of **Public Prosecutor** (various levels) on full-time basis, terms and conditions based on qualifications and experience.

Public Prosecutors work under the supervision of the Director of Public Prosecutions, who serves as The Bahamas' principal prosecutor pursuant to **Article 78A and 78B** of the Constitution of the Commonwealth of The Bahamas. This professional position has responsibility for conducting prosecutions at all levels of Court, including Magistrates Court, Supreme Court, and Court of Appeal. Prosecutors are responsible for providing accurate legal advice to the Royal Bahamas Police Force and other governmental enforcement agencies at short notice with respect to the application of the law. Prosecutors are also expected to assist with Extradition Proceedings, Confiscation Proceedings and respond to Mutual Legal Assistance Treaty requests.

#### TERMS OF REFERENCE

##### **A. Specific Duties & Responsibilities**

1. Assists Senior Prosecutors in complex cases
2. Conducts research of complex areas of law and argue in Court
3. Prepares cases for trial
4. Ensures that all disclosure obligations are met
5. Conducts trials both before Magistrates and juries
6. Argues appeals before the Court of Appeal
7. Prepares and conducts sufficiency hearings in the Supreme Court when called upon
8. Appears at Plea and Directions in the Supreme Court when called upon
9. Responds to Mutual Legal Assistance Requests from other jurisdictions
10. Assists in the conduct of Extradition proceedings
11. Conducts Confiscation proceedings
12. Responds to queries made by government departments
13. Responds to public enquiries
14. Provides legal advice to all government departments
15. Assists with advising the Royal Bahamas Police Force, Royal Bahamas Defence Force, Customs, and all other Government agencies on criminal matters
16. Undertakes tasks assigned by the Director of Public Prosecutions
17. Adheres to all Public Service codes, rules and regulations.

##### **B. Minimum Qualifications and Experience**

Prosecutors must have a Bachelor of Laws degree or equivalent; a Legal Profession Certificate or equivalent; admittance to the Bahamas Bar; AND

1. Chief Counsel
  - 10 years' experience prosecuting within the Commonwealth Caribbean
2. Senior Counsel
  - 6 years' experience prosecuting within the Commonwealth Caribbean
3. Counsel
  - 4 years' experience prosecuting within the Commonwealth Caribbean
4. Assistant Counsel
  - 2 years' experience prosecuting within the Commonwealth Caribbean

##### **C. Skills, Knowledge & Abilities**

1. Sound working knowledge of the Laws of the Commonwealth of The Bahamas;
2. Sound working knowledge and ability to interpret legislation, rules and orders;
3. Sound working knowledge of criminal procedures and practices;
4. Sound advocacy skills;

5. Ability to communicate persuasively and clearly, both orally and in writing;
6. Self-motivated and proven ability to lead a team;
7. Ability to plan and organize work and prepare concise reports;
8. Ability to analyze issues, make interpretations and sound recommendations;
9. Ability to establish and maintain effective working relationships with associates and the public.

#### **D. Compensation**

1. Chief Counsel
  - Salary \$68,400 – \$74,000 per annum
  - Scarcity allowance \$7,500.00 per annum
  - Mileage allowance \$3,000.00 per annum
2. Senior Counsel
  - Salary \$63,000 – \$70,700 per annum
  - Mileage allowance \$3,000.00 per annum
3. Counsel
  - Salary \$57,700 - \$66,100 per annum
  - Mileage allowance \$3,000.00 per annum
4. Assistant Counsel
  - Salary \$41,700 - \$47,300 per annum

Serving officers should apply through their Heads of Departments.

Application forms may be obtained from the Ministry of Public Service & National Insurance website (PSC Form 7 – Application for Employment).

Applications will be received and considered on a rolling basis until Friday, 27<sup>th</sup> September 2024

- Hand-delivered with the Job Title of the position being applied for clearly marked on the envelope, complete with certified copies of qualifications and documentary proof of relevant experience, to the Office of the Director of Public Prosecutions, Third Floor Charlotte House, Shirley and Charlotte Streets, Nassau, N.P., The Bahamas; OR
- Emailed with the subject line “Application for Post of <<Job Title>>” to [jisc@courts.bs](mailto:jisc@courts.bs)

**Applications without all supporting documents will not be processed.**

**Only persons selected for an interview will be contacted.**