



SERVICE COMMISSIONS DEPARTMENT

ADVERTISEMENT OF VACANCY

State Counsel III (Group L5B), Customs and Excise Division, Ministry of Finance

Applications are invited from suitably qualified persons for appointment to the office of **State Counsel III (Group L5B), Customs and Excise Division, Ministry of Finance.**

Under the direct supervision of the Senior State Counsel, the incumbent is required to assist in administering, reviewing and ensuring compliance with the Division's policy, the Customs & Excise Laws and Regulations and the various Laws under which Customs Officers are empowered to act. The incumbent is to address complex legal matters.

REQUIRED QUALIFICATIONS, EXPERIENCE AND SKILLS

Minimum qualifications:

- *LLB and a LEC – Legal Education Certificate*
- *Admission to practice Law in Trinidad and Tobago*

Minimum Experience:

- *at least 5 years experience in professional legal work including considerable experience relating to Revenue Law or an equivalent combination of training and experience. Alternatively, ten (10) to fifteen (15) years as a Customs Officer with qualification as an attorney.*
- *Knowledge of Customs and Excise Law*
- *Knowledge of the civil and criminal law of Trinidad & Tobago*
- *Knowledge of the legal reference authorities and ability to utilize them in legal research*
- *Knowledge of the various types of legislative enactments used in meeting different situations and the procedure involved in giving these the force of law*
- *Knowledge of Court procedures and practices.*
- *knowledge of Revenue Laws*

SKILLS:

- *Ability to draw up agreements and other legal documents*
- *Ability to express ideas clearly and concisely and skilled in advocacy*
- *Ability to establish and maintain effective working relationships with associates with the public and with other government officers.*
- *Considerable knowledge of the principles, methods, materials, practices and references utilized in legal research*
- *Considerable knowledge of court procedures and of the rules of evidence*
- *Considerable knowledge of legal principles, practices and proceedings*
- *Considerable knowledge of Government procedures and practices*
- *Considerable experience in managing legal and administrative personnel*
- *Considerable advocacy skills*
- *Considerable interpersonal skills*
- *Considerable communication skills both written and oral*
- *Considerable management and supervisory skills*
- *Considerable analytical and reasoning skills*
- *Considerable negotiation skills*
- *Considerable human relations skills*
- *Considerable computer skills*

SALARY:

Group L5B: \$23,130 - \$23,630 per month

A copy of the Job Specification for the office can be accessed [HERE](#).

Interested persons **MUST** submit their applications **ONLINE ONLY**, on or before but no later than **21st June, 2022** at 12.00 midnight local time.

Relevant documents **MUST** be scanned and uploaded with **ALL** the online applications as stipulated on the **INSTRUCTIONS TO APPLICANTS** [HERE](#).

For further details, the Advertisement can be accessed on the Service Commissions Department's website www.scd.org.tt

Persons who have applied previously and who still wish to be considered for appointment to the office are advised to re-apply in response to this Advertisement.

**CLOSING DATE FOR SUBMISSION OF ONLINE APPLICATIONS:
21st June, 2022.**

SHOULD YOU NEGLECT TO UPLOAD/PROVIDE COPIES OF YOUR RELEVANT DOCUMENTS AND EVIDENCE OF YOUR EXPERIENCE AND TRAINING, AS OUTLINED IN THE ONLINE INSTRUCTIONS TO APPLICANTS, THE JUDICIAL AND LEGAL SERVICE COMMISSION WILL BE UNABLE TO DETERMINE YOUR ELIGIBILITY FOR THE OFFICE AND YOU WILL BE DEEMED UNSUITABLE.

EXPERIENCE AND TRAINING RELEVANT TO THE OFFICE SHOULD BE CLEARLY STATED TO DETERMINE APPLICANT'S ELIGIBILITY