



OSWEGO COUNTY GRAND JURY ROOM REPORTER

The District Attorney's Office has an immediate opening for a Grand Jury Room Reporter to take verbatim recordings and transcription of testimony at Grand Jury proceedings, or other duties as required by the District Attorney. This position plays an integral role in the fair administration of justice. New York State Judiciary Law requires that the employee take an oath of confidentiality given the nature of the work.

Qualifications: Completion of an NCRA (National Association for Court Reporters) associate's degree approved program in court reporting and three (3) years of experience in verbatim reporting. Please include proof of completion of an NCRA program with your application. **SPECIAL REQUIREMENT:** Applicants shall reside in the 5th Judicial District of NYS, which includes the following counties: Herkimer, Jefferson, Lewis, Oneida, Onondaga and Oswego County.

Starting Salary: \$78,609 - \$105,875. Salary negotiable to be commensurate with experience and qualifications. Oswego County offers a competitive benefit package including health insurance, dental insurance, life insurance, and NYS retirement. Candidates may be eligible for the Public Service Loan Forgiveness program.

To Apply: Review of applications will begin immediately and continue until position is filled. Please visit our website to complete an online application or submit a paper application to the address below.

Oswego County Human Resources Department
46 East Bridge Street
Oswego, New York 13126
(315) 349-8209 Fax: (315) 349-8254
Email: humanresources@oswegocounty.com
Web: www.oswegocounty.com/humanresources

AA/EEO EMPLOYER