

LEGAL/MEDICAL UNIT

The Legal/Medical Unit has the responsibility for approving the temporary employment, assignments, appointments, for persons in the Medical and Legal fields in Ministries and Departments that have not received delegated functions in the Government Service. In addition, the Unit also accepts resignations.

The Unit is also responsible for the following occupational groups:

- Judicial and Legal Group (JLG)
- Para-Legal Group (PLG)
- Para-Medical Group (PMG)
- Medical Veterinary and Dentistry Group (MDG)
- Nursing Personnel Group (NPG)

A member of the Unit represents the Office of the Services Commissions on interview panels at various Ministries/Departments in order to identify qualified and competent Staff for the Public Service. The Unit also approves contractual employment for persons in the medical and legal group.

The following are the required qualifications for some of the groups in the Legal & Medical Fields:

PARALEGAL GROUPS

- Trust Administration Officers
- Titles Registration Officers
- Paralegal Officers
- Assistant Clerks

Four (4) subjects at the CXC or GCE 'O' Level. English Language should be included among the subjects. Successful completion of a relevant paralegal course would be an asset.

CLERK OF COURTS/LEGAL OFFICERS/CROWN COUNSELS

- An Attorney-at-Law Licensed to practise in the Courts of Jamaica;
- Bachelor of Laws Degree from a recognized Tertiary Institution, for example; University of the West Indies, University of London
- Certificate in Legal Education from the Norman Manley Law School

RESIDENT MAGISTRATES/PUISNE JUDGES

- An Attorney-at-Law License to practise in the Courts of Jamaica;
- Bachelor of Laws Degree from a recognized Tertiary Institution, for example; University of the West Indies, University of London;
- Certificate in Legal Education from the Norman Manley Law School;
- Candidates should possess at least five (5) years' experience (for RM's); ten (10) years' experience (for Puisne Judges) in the Courts of Jamaica.

NURSING PERSONNEL GROUP

There are ten (10) Levels in this group which range from Staff Nurse (Level 1) to Chief Nursing Officer (Level 10). Relevant qualifying courses are to be pursued in order to be promoted to higher levels

- Entry Level requirement (Staff Nurse) – Registered General Nurse Certificate/Diploma/Associate Degree/BSc. Nursing.
- Current Registration with the Nursing Council of Jamaica.

- Specialist qualifications include post graduate certification in area of choice; for example, Midwifery, Operating Theatre Community Health Nurse, Tutor, and Matron.

MEDICAL VETERINARY AND DENTISTRY GROUP

There are at approximately eight (8) levels for the General Medical Officers (MO), three (3) levels for Veterinary Officers (VO) and six (6) levels for Dentistry Series (DS).

The entry requirement for this group is a first Degree in the specialist area, for instance, Bachelor of Medicine, Bachelor of Surgery, Bachelor of Science in Veterinary Medicine or Bachelor of Science in Dental Surgery.

Completion of the relevant post graduate courses, the requisite years of experience, as well as peer approval are to be attained in order to be promoted to the higher levels in the group.

Post graduate training in management in addition to the relevant years of experience are required for promotion to Senior Medical positions, such as Senior Medical Officers, Principal Medical Officers, and Chief Medical Officers.