

CIVIL TRAFFIC INFRACTION HEARING OFFICERS
(Contractual Positions)

The Ninth Judicial Circuit is seeking contract Civil Traffic Infraction Hearing Officers for Orange and Osceola Counties to conduct civil traffic infraction hearings and adjudicate the issues presented pursuant to Florida Traffic Court Rule 6.630 and applicable Florida statutes. **Completion of the 40-hour training course pursuant to rule 6.630(g) is an absolute requirement. Applicants who have not already completed the training, with the exception of the 4-hour mentored participation portion to be completed in the hiring county, will not be considered.** This is a contract position with no benefits. Compensation is \$55.00 per hour. The Court cannot guarantee a minimum or maximum number of hours to be assigned to the Hearing Officer or the location of the assignments. Applicants must be a member of the Florida Bar in good standing.

Civil Traffic Infraction Hearing Officers preside over calendars scheduled at traffic court locations throughout the Ninth Judicial Circuit. Additionally, Hearing Officers must, on a **WEEKLY BASIS, timely review and complete all documents**, including, but not limited to, proposed orders and correspondence, received by the Traffic Court Hearing Officer Program and other matters and administrative responsibilities which require prompt attention. Hearing Officers are required to complete his or her own responses to litigant correspondence and dispositions/orders that are not generated by the Clerk of Court while presiding over a docket.

Applicants should familiarize themselves with the ethics rules and opinions regarding conflicts of interest concerning hearing officer positions. A Civil Traffic Infraction Hearing Officer must avoid practices or occupations that would be a conflict of interest or give the appearance of impropriety. For the duration of the contract, a Hearing Officer must not accept employment that would conflict with the Hearing Officer's obligations under contract or provide legal services that would violate the Code of Judicial Conduct as it pertains to hearing officers. Civil Traffic Infraction Hearing Officers are specifically prohibited from representing clients in any county court traffic matter or practicing before any official in any county court traffic matter or from representing any client appealing any county court traffic decision.

Closing date: Open until filled. Submit a cover letter, resume and proof of attendance of the required 40-hour training course, if available, to: TrafficOrange@ocnjcc.org. **Subject line must state: HO application.** Applications without all requested material will not be considered. Emails without the requested subject line may not be reviewed.

We are an equal opportunity employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin, or disability. Persons with a disability needing an accommodation for the application/selection process should notify Human Resources (407) 836-2261 prior to the application deadline. If you are hearing or voice impaired, call 711.

Web: <http://NinthCircuit.org>