

## **External Vacancy announcement**

### **Background**

Haramaya University College of Law is discharging its mandate of providing community with services that resolves the community problems in various parts of East and West Hararghe zones of the Oromia regional state and the Harari region. As part of its endeavor for community engagement, it has designed and implementing European Union (EU) funded project called Access to Justice and Legal Awareness (AJLA) project. The project focuses on improving the quality and access to Justice and the legal Awareness of the community through providing free legal aid services to the needy community, vulnerable members of the community including women, girls, children, disabled persons, persons with HIV/AIDS and for prisoners and legal literacy for community at large in East and West Hararghe zones of the Oromia regional state and Harari regional state. Accordingly, College of Law is seeking competent and committed legal professionals who fulfill the criteria's indicated for the position here in under.

### **i. Position Title: Free Legal Service Officer**

### **ii. Positions open: 6(six)**

### **iii. Job Description:**

#### **Duties and Responsibilities**

- Providing free legal service which includes legal advice/counseling, writing of legal pleadings, representation of clients in court, assisting clients in resolution disputes through alternative dispute resolution mechanisms; following up and resolving problems of prisoners and arrestees;
- Provision of legal awareness for the community at large on timely and the selected subjects matters of the Law and promoting the services to the community in collaboration with host institutions and local authorities
- Psychological counsel service for those clients who need it in addition to legal service
- Assisting and collaborating with the college of law in field of research endeavors and provision of guidance for externship and clinical students assigned to the office
- Performs other activities as it required to do by college of law and /or the project

#### **iv. Job Requirements:**

##### **a. Minimum Qualifications:**

- Bachelor of Law Degree (LLB) from a recognized university
- Certificate of passing exit exam
- A CGPA of 2 and above
- Good understanding of the workings the judicial system of Oromia National Regional state and Ethiopia
- Fluency in Afan Oromo (writing, listening and speaking all equally) is compulsory and good command of Amharic and English languages is also required

##### **b. Preferred Qualifications and Skills:**

- Good communications skills and computer literacy
- Good knowledge of local context and relevant experience in community service and practical exposure to the justice sector has a value

#### **v. Place of work:**

- At East and West Hararghe Zone districts of Oromia regional state

#### **vi. Salary: Attractive**

#### **vii. Terms of Employment:** full time effort, on contract bases subject to renewal /extension

**viii. How to Apply:** Interested professionals are requested to submit an application including the following non-returnable documents: application letter stating motivation for application and place of work, curriculum vitae, copies of academic credentials and work experiences, and contact address of three referees, including email and mobile phone number.

#### **ix. Deadline for Registration:**

The applicants should register and submit their documents and credentials in person orthrough the email address indicated below within five (5) consecutive working days from the dateof this announcement.

#### **x. Place of Registration:**

- Haramaya University, Main Campus Human Resource office number 114
- You can also send your application to: [rjwentzell@gmail.com](mailto:rjwentzell@gmail.com)

#### **xi. Place of examination:** Haramaya University, Main Campus

#### **xii. Only shortlisted candidates will be contacted for exam and/or interview**