

COLUMBIANA COUNTY COMMON PLEAS COURT – GENERAL DIVISION

OFFICIAL COURT REPORTER

APPLICATIONS BEING ACCEPTED

Columbiana County Common Pleas Court is seeking applicants for the position of Official Court Reporter. This position is responsible for creating a verbatim stenographic record of proceedings, prepares transcripts in a timely and professional manner from stenographic notes and audio recordings, marks and maintains custody of exhibits, et cetera.

Hours are 8:00 a.m. to 4:00 p.m.

The Court provides all supplies. Stenograph Diamante, and Case CATalyst.

Salary plus transcript income.

Benefits include: Medical, Dental, Life Insurance, paid holidays, vacation and sick time, and Ohio Employees Retirement System (OPERS).

Send resume to: Columbiana County Common Pleas Court
Attention: Jami Shulas
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Lisbon, Ohio 44432
or email: Jshulas@ccclerk.org