

**An Coimisiún um
Cheapacháin Bhreithiúnacha**
Judicial Appointments Commission



**OFFICE OF JUDGE OF THE CIRCUIT COURT
(FOR NON-JUDICIAL APPLICANTS)**

1. Personal Information

Title

Surname

Forename

Date of Birth

Passport sized coloured photograph (taken within the last twelve months)

Contact Details

Phone (Including Prefix)

Mobile Phone

Email Address

Name of Firm or Academic Establishment

(if applicable)

Personal/professional address

Please indicate whether you are applying as a

- ☐ Solicitor
- ☐ Barrister
- ☐ Legal Academic

Referees (Note three are required)

1. Name, role, email address, relationship to applicant
2. Name, role, email address, relationship to applicant
3. Name, role, email address, relationship to applicant

2. Professional Experience

Please provide the main details of your professional career experience in the last 15 years starting with **your current or most recent employment or experience** (maximum of 5), indicating the main responsibilities and achievements of each role, with particular emphasis on any quasi-judicial experience you may have

Provide also details of other roles outside your normal work which may be relevant to the role of a Circuit Court judge, for example active public service, board membership, voluntary work, community involvement.

Professional Experience Total Word Count Limit 500

Voluntary Organisation Total Word count Limit 200

Self-Employment

Date From

Date To

Position

Type of work involved

What percentage of your practice or legal academic work or judicial work involves the following:

- Criminal
- Family Law
- Commercial
- Chancery
- Regulatory prosecutions
- Employment Law
- Mental Health/ Associated Decision Making
- Civil
- Other (please identify area of practice)

3. Earnings

Personal income declared on tax return from legal practice or legal academic work.

(Please indicate)

You may be requested to provide an Accountant's certificate to verify this information.

Last Accounting Year

Second Last Accounting year

Third Last Accounting Year

Are there any comments you wish to make in relation to earnings?

4. Education

Third Level education

(include date(s) obtained)

Post-graduate education

(include date(s) obtained)

Diploma(s)/Certificate(s)

Provide details

Details of Legal Publications written or edited.

Professional Training relevant to the role of judge

Provide details of all CPD Courses and Training relevant to the role of a Judge attended or presented by you in the past 2 calendar years.

You may be requested to produce Certificates of Attendance.

5. Profession

Please complete the section applicable to your application

Barrister

Month and year of call to the Bar

Silk taken, year

(if applicable)

Are you a member of the Law Library?

If not, please explain

Solicitor

Month and year of qualification

Are you currently on the roll of Solicitors?

Do you hold a Practising Certificate?

If no, please explain?

Legal Academic

Are you a permanent member of an educational establishment qualified under section 45A of the Courts (Supplemental Provisions) Act 1961 as inserted by s.63 of the Judicial Appointments Commission Act 2023.

Have you practiced as a solicitor for a continuous period of at least 4 years?

Have you practiced as a barrister for a continuous period of at least 4 years?

Please state the years of the continuous period of at least four years practice as a solicitor or barrister

Head of Faculty

Are you a permanent member of an educational establishment qualified under section 45A of the Courts (Supplemental Provisions) Act 1961 as inserted by s.63 of the Judicial Appointments Commission Act 2023.

Have you practiced as a solicitor for a continuous period of at least 4 years?

Have you practiced as a barrister for a continuous period of at least 4 years?

Please state the years of the continuous period of at least four years practice as a solicitor or barrister

6. Irish Language Skills

Can you conduct a case in Irish?

Can you understand evidence given in Irish?

7. Becoming a Judge

Please indicate why you are applying to become a Judge of the Circuit Court.

Word count limit: 300

8. Suitability for Judicial Appointment

With reference to the Indicative Statement of Requisite Knowledge, Skills and Attributes describe, giving examples, the three areas of knowledge and experience which you possess which are most relevant for the role of judge of the Circuit Court, including your knowledge of the procedures of the Circuit Court and relevant professional education and training.

Word count limit: 200

With reference to the Indicative Statement of Requisite Knowledge, Skills and Attributes describe, giving examples, the three most relevant skills which you possess for the role of a judge of the Circuit Court.

Word count limit: 200

With reference to the Indicative Statement of Requisite Knowledge, Skills and Attributes describe, giving examples, the three most relevant qualities and attributes that make you suitable to serve as a judge of the Circuit Court.

Word count limit: 200 Words

Please set out here any other matters which you consider relevant to your application, including how you would manage the task of writing judgments and of delivering rulings in the course of a trial.

Word count limit: 200 words

9. Character Profile

Have you ever been convicted of any criminal offence (other than a minor road traffic offence carrying a maximum sentence on conviction of a fine of €1000 or less)?

Have you any criminal proceedings pending against you?

Have you ever been adjudged bankrupt, made a composition with your creditors, or been sued to judgment for any debt, or are any such proceedings pending?

Have you ever had proceedings brought against you, or paid a penalty, or made a composition in respect of failure to pay, or any other default relating to VAT or any other form of tax or are any such proceedings pending?

Have you ever had an action brought against you (or in the case of a solicitor against your firm) in respect of a matter involving you personally (or under your supervision)

for professional negligence without the matter being dismissed or are any such proceedings pending?

Are you, or have you ever been, subject to the disciplinary process of the Law Society of Ireland and/or the Bar of Ireland and/or the Legal Services Regulatory Authority in respect of a matter involving you personally or under your supervision (including the Bar's, the Law Society's and the LSRA's procedures in respect of inadequate professional services or "shoddy work") without the matter having been dismissed or are any such proceedings pending?

Have you ever been notified by the Law Society of Ireland and/or the Bar of Ireland and/or the Legal Services Regulatory Authority of any complaint pending against you? (Including matters which are in the substance in the nature of a complaint whether or not the expression "complaint" has been used in the applicable notification)?

Are you aware of anything in your private or professional life, including your social media profile or any social media activity, which would be in conflict with the duties and responsibilities of a judge or could bring the administration of justice into disrepute?

10. Health

I confirm that there is no reason connected with my health that would prevent me from performing the functions connected with Judicial Office and I confirm that I will complete a Self-Declaration Health Questionnaire for review by an Occupational Health Physician and co-operate with any follow-up as required.

You may be asked to provide a medical certificate or to attend a medical examination.

Please provide your Doctor's name and address

Name

Address

11. Formal Declaration

I wish to be considered for judicial appointment

- a. I am a practising Barrister or Solicitor of not less than 12 years standing, or a Legal Academic or the head of a faculty qualified under section 45A of the Courts (Supplemental Provisions) Act 1961 or a judge eligible for appointment to the Circuit Court.
- b. I have read the provisions of the Judicial Appointments Commission Act 2023 and I believe that I am qualified to be recommended by the Commission.
- c. I undertake to take such courses of training and education as may be required by the Chief Justice or President of the Circuit Court should I be appointed.
- d. I undertake to take annual leave on a rostered basis as required by the Chief Justice or the President of the Circuit Court.
- e. I undertake to sit in any circuit court venue as required by the President of the Circuit Court.
- f. In matters of a non-judicial nature relating to the code of conduct and to the administration of court services in the interest of efficiency, I will comply with the requests of Chief Justice or President of the Circuit Court.
- g. I will provide if requested detailed information from treating clinical professional and attend a review with an Occupational Health Physician
- h. I will provide if requested a letter of good standing from my professional body or other body for the time being exercising disciplinary jurisdiction over barristers.
- i. I understand that further enquiries may be undertaken for medical checks and I undertake to co-operate fully with these enquiries, including attendance at a medical examination.

j. I understand that further enquiries may be undertaken through background checks which may include, but are not limited to, social media platforms. I undertake to co-operate fully with these enquiries, including the provision of details of all social media accounts.

k. I state that all my Tax and Revenue affairs are up to date and enclose herewith a Tax Clearance Certificate in accordance with the Standards in Public Office Act 2001 (as amended).

l. I declare that all the information which I have provided on this form is true to the best of my knowledge and belief.

m. I have read the 'Candidate Information Booklet: Office of Judge of the Circuit Court 2025'.

n. I have obtained the consent of the referees to the provision of their personal data to the Judicial Appointments Commission so that they may be contacted in order to provide a reference

o. I understand that my reference will be treated as confidential between the referees and the Commission.

12. Change in Status

Please inform the Commission in writing of any change in your professional or employment status.

13. Documents Required

Please upload the following documents in the boxes below:

Statutory Declaration

Tax Clearance Certificate