

<b>Job Title:</b>	Registrar – Land Administration
<b>Ministry</b>	Ministry of Justice (Tango Tutara O Te Ture)
<b>Division:</b>	Land Administration
<b>Responsible To:</b>	Secretary
<b>Responsible For:</b>	Eleven
<b>Job Purpose:</b>	<p>The role of the Registrar – Land Administration is to oversee the management and administrative compliance of land trust, and land and tribal titles within the Cook Islands legal framework and Ministry of Justice systems, polices, processes, and procedures. This is a function manager role requiring significant expertise and experience with specialized skills and knowledge in legislation, regulations, and custom governing land ownership, trial titles, policy development and implementation, management, legal and court processes, registry and records management, compliance, accounting, investment, banking, trustee and fiduciary obligations, and information systems, while ensuring accuracy, timely reporting, and efficient and effective administration.</p> <p>The position is considered the leading expert on land trust, and land and tribal titles matters across government and provides key services that maintains the integrity of land and title records, systems and legal processes that directly impact the fabric of Cook Islands society. As a Registrar, the position is created under several statutes, and the position must be familiar with and provide deputy registrar services for other Ministry division services.</p> <p>The position must work at a high level of competence in management, legal and compliance principles and technical requirements to manage the provision of Ministry land trust, and land and tribal title services to the public in an environment moving towards greater use of available technology.</p>
<b>Job Classification:</b>	Function: Leadership, Technical and Service delivery Job band: J ( <u>Salary Range</u> : \$41,148 - \$55,962) Jobwise Code: L7 – Section Leader
<b>Education/Experience</b>	The ideal candidate would have a bachelor's degree in law, pacific islands legal studies, political science, business or information systems management, and have 12-13 years of work experience in a legal, law and order, pacific islands legal studies, office and business management, information systems management, accounting, finance or similar role.
<b>Application Deadline:</b>	Friday 21 <sup>st</sup> June 2019
<b>Link to Job Description:</b>	<a href="#">Click here to view Full Job Description</a>