

Court staff categories in the EU

Estonia

Information provided by: Estonian Ministry of Justice (Justiitsministeerium)

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DESCRIPTION OF CATEGORIES OF COURT STAFF in Estonia

1. Court staff category / profession

Name of Court Staff Category	In Estonian: Kohtuistungis sekretär
	In English: Clerk of the Court Session
Legal basis / regulatory documents	Courts Act

2. Access to the category / profession

Main Access conditions	<p>Qualifications:</p> <ul style="list-style-type: none"> • Secondary-school/high-school diploma <p>Aspects of EU law: not known</p>
Access process	<p>Recruitment procedure: takes place at national level</p> <ul style="list-style-type: none"> • Interview by the Head of Court • Selection through written application
Alternative access routes	Transfer routes from other professions : N/A

3. Responsibilities / Duties							
General responsibilities	<ul style="list-style-type: none"> • Administrative tasks • Management of Courts (E-justice, data protection) 						
Role in process with EU law aspects	Aspects of EU law: are not relevant to the discharge of their duties						
4. Organisation of the category / profession							
Organising Structure	<p>Ministry of Justice - Republic of Estonia</p> <p>The Ministry of Justice (together with the courts where the assistant judges are appointed to office) is responsible for the training.</p> <p>Training is based on the demand of the courts. Information about the demand is collected by the Ministry of Justice once a year.</p>						
Training providers							
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Professional organisation(s)	N/A						

Source: Pilot Project - European Judicial Training: "Lot 3 – State of play of training of court staff in EU law and promotion of cooperation between training providers at EU level ", carried out by the European Institute of Public Administration (EIPA) together with a consortium