

**Court Reporter**  
**Full Time**

Mercer County has an opening for a Court Reporter. This is a full-time position, 35 hours per week. The salary range is \$35,515.00 to a top end of \$50,798.00. Additional income is earned by processing court orders and transcripts. Starting salary is dependent upon experience. A degree or certificate in Court Reporting from a court reporting program of higher education; computer and stenographic skills required. Applicant must meet the requirements listed in Rule 4004 – Qualifications of Court Reporters, PA Rules of Court. There is a comprehensive benefit package included. An RPR status is preferred, but not required. Mercer County pays for required continuing education as well as association memberships. A Steno writer, laptop, and Case CATalyst software are also provided by Mercer County.

**How to Apply:**

Please send the standard County Application (which can be found here: <https://www.mercercountypa.gov/Employment/Applications/Employment.Application.2024.pdf>), a letter of interest, resume, and three references to the following:

Bo D. McCleary  
District Court Administrator  
Mercer County Courthouse  
125 S. Diamond Street  
Mercer, PA 16137  
(724) 662-3800 ext. 2516  
[bmccleary@mercercountypa.gov](mailto:bmccleary@mercercountypa.gov)

Applications can be made by regular mail, e-mail, or hand delivered.