**Ministry:** Agriculture and Natural Resources and the Environment  
**Post:** Supervisor of Works  
**Salary:**  
**Effective date:** 19th March, 1981  
**Qualifications:** By promotion on the basis of experience and merit, of officers from the grade of Works Overseer.  
**Duties:**  
1. To be responsible for:  
   (a) the roll call of employees  
   (b) the allocation of task to and the supervision of workers on sites of work  
   (c) the receipt of materials  
   (d) the keeping of records, stores and store ledgers  
   (e) the preparation of bills, paysheets, monthly returns, etc.  
2. To perform other cognate duties.