

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

- Organisation:** Rodrigues Regional Assembly (Agriculture)
- Post:** Manager, Agricultural Research and Extension Services
- Salary:** Rs 54,825 x 1,625 – 62,950 x 1,850 – 68,500 x 1,950 – 74,350 x 2,825 – 80,000 x 3,000 – 83,000 (19 080 094)
- Effective Date:** 08 September 2020
- Qualifications:** By promotion, on the basis of experience and merit, of an officer in the grade of Assistant Manager, Agricultural Research and Extension Services who reckons at least four years' service in a substantive capacity in the grade and who –
- (i) possesses strong leadership, interpersonal and communication skills;
 - (ii) possesses strong administrative and managerial skills and is able to adopt a multi-disciplinary approach to problem-solving; and
 - (iii) is familiar with modern trends and techniques in the field of Agriculture.
- Role and Responsibilities:** To be responsible for the overall management of the Agricultural Sector in Rodrigues and to ensure the proper functioning of its activities.
- Duties:**
1. To be responsible to the Departmental Head for the general administration of the Agricultural Sector in Rodrigues and the coordination of the works of the technical staff.
 2. To advise the Departmental Head on ways to improve the operational efficiency and effectiveness of the Agricultural Sector in Rodrigues.
 3. To be responsible for planning, coordinating agricultural, food production and security policies and implementing agricultural strategies for Rodrigues.
 4. To ensure –
 - (i) the planning and execution of all Government agricultural policies in relation to crops, livestock development and extension activities of the Agricultural Sector on the basis of an Annual Work Programme;

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D. Gowry
D. Gowry (Mrs)
for Secretary for Public Service

08 September 2020
Date.....

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- (ii) the timely implementation and execution of agricultural policies and projects of the Rodrigues Regional Assembly; and
 - (iii) optimum use and maintenance of all assets and infrastructure of the Agricultural Sector.
5. To prepare agricultural projects to be submitted to donor countries and to other financial institutions.
 6. To be responsible for the formulation of agricultural policies and in the framing of appropriate agricultural legislation for Rodrigues.
 7. To coordinate agricultural programmes in consultation with Scientific Officer/Senior Scientific Officers and other heads of sections for the purpose of regular information exchange, manpower assessment, monitoring and evaluation of the Agricultural Sector in Rodrigues.
 8. To monitor the introduction and implementation of new projects and technologies in the field of Agriculture.
 9. To supervise and coordinate the activities of the department so as to achieve the Commission's corporate goals and objectives.
 10. To be responsible for the proper staffing of the different sections and to ensure the optimum use of human resources.
 11. To promote an interdisciplinary approach to Agricultural Sector development in Rodrigues.
 12. To organise appropriate training courses for subordinate staff.
 13. To use ICT in the performance of his duties.
 14. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Manager, Agricultural Research and Extension Services in the roles ascribed to him.



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