

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

- Ministry:** Education and Human Resources, Tertiary Education and Scientific Research
- Post:** Tradesman's Assistant
- Salary:** Rs 9,675 x 250 – 13,675 x 300 – 15,475 x 350 – 16,525 (25 11 36)
- Effective Date:** 20 July 2015
- Qualifications:** By selection from among employees on the permanent and pensionable establishment of the Ministry who –
- (a) possess the Certificate of Primary Education; and
  - (b) have knowledge of the appropriate trade.

**NOTE 1**

In the absence of candidates possessing the Certificate of Primary Education, consideration will be given to candidates who show proof of being literate.

**NOTE 2**

In the absence of qualified employees on the permanent and pensionable establishment of the Ministry, by selection from among serving employees on the permanent and pensionable establishment who possess the qualifications at (a) and (b) above.

**NOTE 3**

In the absence of qualified candidates under 'NOTE 2' who possess the qualification at (a) above, consideration will be given to candidates who show proof of being literate.

**NOTE 4**

Tradesman's Assistants will be required to pass the appropriate trade test to be eligible for appointment as Tradesman.

- Duties:**
- 1. To assist the Tradesman in his respective trade whenever required.
  - 2. To carry out simple repair and maintenance works and other operations.

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**CERTIFIED CORRECT**

*[Signature]*  
.....  
for Senior Chief Executive  
Ministry of Civil Service and  
Administrative Reforms  
20 July 2015

Date.....

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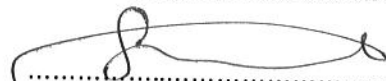
3. To be familiar with the tools of the trade and to use them to perform operations, as appropriate and under guidance, so as to develop gradually the skills necessary for the trade.
4. To carry out the necessary measurements and calculations of the appropriate trade.
5. To use tools and equipment within safe workshop practices.
6. To ensure that all tools, equipment and accessories used in the trade are kept in good working condition.
7. 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 Tradesman's Assistant in the roles ascribed to him.

**Note**

Tradesman's Assistants may be required to work outside normal working hours including Sundays and Public Holidays.



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.....  
*for Senior Chief Executive  
Ministry of Civil Service and  
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