

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

Ministry: Social Security, National Solidarity, and Environment and Sustainable Development
(Environment and Sustainable Development)

Post: Environment Officer/Senior Environment Officer

Salary: Rs 26,300 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x
1,625 – 62,950 (19 055 085)

Effective Date: 25 March 2019

Qualifications: A. By selection from among –

- (a) officers in the grade of Environment Enforcement Officer who possess
a degree from a recognised institution in one of the following subjects –

Agriculture

Botany

Biochemistry

Biology

Chemistry

Engineering (Chemical or Civil or Environmental)

Environment and Coastal Management

Climate Change Economics

Environmental Science or Environmental Economics or

Environmental Law or Ecology or Environmental Planning

Geology

Marine Science

Urban Planning

Sustainable Development

Geographic Information System (GIS) or Information Technology
with specialisation in Geographic Information System

OR

an equivalent qualification acceptable to the Public Service
Commission

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.....
N. Auchoybur (Mrs)
for Supervising Officer
Ministry of Civil Service and
Administrative Reforms

25 March 2019

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AND

- (b) candidates who –
- (i) possess a degree from a recognised institution in one of the subjects listed at A above or an equivalent qualification acceptable to the Public Service Commission;
 - (ii) have knowledge of environmental issues; and
 - (iii) are computer literate.

Candidates should produce written evidence of knowledge claimed.

- B. Candidates should possess effective communication skills and the ability to work in teams.

Duties:

1. To perform the following duties –
- (a) to examine and evaluate reports on environmental related issues submitted by different stakeholders and provide professional and technical advice accordingly;
 - (b) to provide –
 - (i) technical input into the formation and review of policies, legislation, regulations, guidelines and procedures relating to environmental issues including Climate Change and Integrated Coastal Zone Management;
 - (ii) technical inputs and assist in the write-up of documents for projects;
 - (iii) inputs in the preparation of budget and monitor expenditure to ensure works and programs are undertaken in a cost effective manner;
 - (iv) information and attend cases in Court and Tribunal or any other Environmental Institutions set up by law, whenever required; and
 - (v) materials and assist in the preparation of briefs and other reports/documents on environmental issues.

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- (c) to ensure consistent and professional application/implementation of all policies, conventions and legislation relating to environmental protection;
- (d) to assist in –
 - (i) the coordination of activities in connection with environmental disasters; and
 - (ii) the planning, coordinating, monitoring and implementing environmental projects which are being executed for/or by the Ministry and provide reports on status and outcomes.
- (e) to carry out –
 - (i) site visits/surveys and organise meetings/workshops, whenever required;
 - (ii) impact assessment on environmental projects;
 - (iii) pollution control, noise nuisance, air quality management and other environmental monitoring; and
 - (iv) relevant research and analyse environmental issues and prepare appropriate reports thereon.
- (f) to record, examine and investigate environmental complaints and initiate any remedial action in compliance with the law;
- (g) to develop and sustain partnership with groups, organisations and agencies in relation to environmental and sustainable development initiatives;
- (h) to liaise and work collaboratively with the Police de l'Environnement and other stakeholders on environmental issues;
- (i) to organise events and activities to raise awareness on environmental issues such as World Environment Day and World Ozone Day;
- (j) to promote educational programmes and organise sensitisation programmes to enhance awareness on environmental issues to the target audience at relevant sites or through leaflets, websites and newsletters; and
- (k) to act as secretary in technical committees.

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2. To use ICT in the performance of his duties.
3. 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 Environment Officer/Senior Environment Officer in the roles ascribed to him.

Note

Environment Officer/Senior Environment Officers may be required to work outside normal working hours including Saturdays, Sundays and Public Holidays.



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