

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

Ministry: Social Security, National Solidarity and Senior Citizens Welfare and Reform Institutions (Reform Institutions Division)

Post: Officer, Rehabilitation Youth Centre

Salary: Rs 10,450 x 250 – 11,700 x 300 – 13,800 x 400 – 15,000 x 500 – 16,000 x 600 – 21,400 (17 22 48)

Effective Date: 27 February 2009

Qualifications: By appointment of Trainee Officers, Rehabilitation Youth Centre who have successfully completed their training.

- Duties:**
1. To perform general duties as laid down in the Reform Institutions and other related Acts, Rehabilitation Youth Centre Regulations and legislations in force and such other orders as may be issued from time to time.
 2. To supervise and control inmates in residential blocks, workshops, association yards, sites of work, sentry points, public places during escorts and other areas where inmates are present and to effect searches, as and when required, with a view to preventing escape, contraband and disorder.
 3. To train inmates in various trades and to get involved in the rehabilitation process to inculcate in them such attitudes as regards self-respect, self-discipline, self-control, self-motivation and self-development so as to prepare them for their reintegration in society after release.
 4. To see to it that security norms, discipline and cleanliness are maintained at all times.
 5. To ensure that resources are used efficiently, effectively and economically.
 6. To perform word processing and other basic ICT functions.
 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 Officers, Rehabilitation Youth Centre in the roles ascribed to them.

Note

Officers, Rehabilitation Youth Centre will be required to work on shift covering a 24-hour service including Saturdays, Sundays, Public Holidays and officially declared cyclone days and may also be called upon to work longer hours in case of emergency.

CERTIFIED CORRECT

R. Lee

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for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

Date..... 27 FEB 2009

