

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS, 1967

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Ministry: Economic Planning and Development (Rural Development Unit)

Post: Assistant Village Development Officer - Assistant Regional Development Officer

Salary: Rs 5000 x 150 - 5600 x 200 - 7000 x 250 - 9000 x 300 - 9600 x 400 -
Rs 880 x 40 - 1,080 (EXC-8) 10,000 (G-SE 7)

Effective date: 12th January, 1979

Age Limit: Below ²⁵30 years of age (amended as per L.S.B. No. letter ii) of 14.1.83

Qualifications: γ Higher School Certificate

Or

Cambridge School Certificate together with a diploma or Certificate in Co-operative or Social Work obtained after at least one year's study

Or

an alternative qualification acceptable to the Public Service Commission.

Experience in community and Social work will be an advantage.

NOTE:

For the first intake, priority of consideration will be given to officers now performing the duties of the post in a temporary capacity.

Duties: γ

1. Under the general supervision of the Village Development Officer, to perform the following duties:-
 - (a) to survey the area assigned to him and prepare and update village profiles;
 - (b) to assist in the preparation of plans for the Village Improvement Schemes according to approved specifications;
 - (c) to help villagers to identify suitable self-help projects, prepare and submit plans; and assist villagers in the implementation of these projects;
 - (d) to promote co-operative projects in villages and assist in their implementation;
 - (e) to liaise with local institutions (at the village level) in order to secure technical and/or material assistance for benefit of villagers;
 - (f) to foster and encourage community activities based on voluntary participation;
 - (g) to assist the technical and professional services to make their programmes known, understood and implemented;
 - (h) to work in close collaboration with Village and District Councils and with Development Works Corporation, and
 - (i) to keep records and submit progress reports and return as directed.

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4325-7-77-20m

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.....
for Establishment Secretary

Date..... 12 JAN 1979

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2. To perform other cognate duties!

NOTE:-

Assistant Village Development Officers are required to reside in the Village Council Area to which they are posted and to work during weekends and public holidays and after normal working hours.



4325-7-77-20m

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[Signature]
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for Establishment Secretary

Date..... 12 JAN 1979