

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

- Ministry:** Public Infrastructure and Land Transport (Public Infrastructure Division)
- Post:** Chief Panel Beater
- Salary:** Rs 18,450 x 375 – 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 30,175 (25 041 060)
- Effective Date:** 20 June 2016
- Qualifications:** By promotion, on the basis of experience and merit, of employees in the grade of Panel Beater on the permanent and pensionable establishment of the Ministry who reckon at least eight years' service in the grade and who –
- (i) have good technical knowledge of the trade; and
 - (ii) are able to train and guide Panel Beaters.
- Duties:**
1. To guide, train and supervise Panel Beaters and other workers under his responsibility.
 2. To undertake personally the most complicated work of his trade.
 3. To ensure that the quality and output of work performed are satisfactory.
 4. To ensure that workers comply with safety measures and precautions recommended for the trade.
 5. To submit request for parts/materials through the Workshop Supervisor to the Procurement and Supply section and issue same to Panel Beaters.
 6. To ensure that tools, equipment and materials are judiciously used.
 7. To keep records of progress of work and parts/materials used in appropriate books, job cards and in other forms of data.
 8. 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 Chief Panel Beater in the roles ascribed to him.

CERTIFIED CORRECT



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

20 June 2016

Date.....

