

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

- Department:** Police
- Post:** Assistant Master Leather Worker
- Salary:** Rs 20,825 x 325 – 21,475 x 375 – 22,225 x 400 – 23,425 x 525 – 26,050 x 675 – 27,400 x 825 – 34,825 (25 044 067)
- Effective Date:** 12 October 2022
- Qualifications:** By promotion, on the basis of experience and merit, of employees in the grade of Leather Worker who reckon at least five years' service in a substantive capacity in the grade and who possess –
- (i) good knowledge of the trade;
  - (ii) effective organising and supervisory skills; and
  - (iii) good communication skills.
- Duties:**
1. To be responsible to the Master Leather Worker for –
    - (i) the allocation of work and distribution of materials to staff under his supervision and keeping proper records thereof;
    - (ii) monitoring the progress of work of Leather Workers and ensuring that they are of good quality and as per instructions; and
    - (iii) ensuring that all tools and equipment are judiciously used and kept and simple maintenance/cleaning are carried out.
  2. To provide guidance and training to subordinate staff working under his supervision.
  3. To ensure that the Leather Workers comply with all safety and health measures during the performance of their duties.
  4. 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 Assistant Master Leather Worker in the roles ascribed to him.



CERTIFIED CORRECT

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N. Auchoybur (Mrs)  
for Secretary for Public Service

12 October 2022

Date.....