

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

- Department:** Office of the Director of Public Prosecutions
- Post:** Trainee Legal Assistant
- Salary:** Rs 9,600 x 200 – 10,000 (12 18 20)
- Effective Date:** 20 June 2012
- Qualifications:** A. (a) Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts obtained at not more than two sittings or
- (b) Passes not below Grade C in at least five subjects including English Language, French and Mathematics or Principles of Accounts obtained at not more than two sittings at the General Certificate of Education "Ordinary Level" provided that at one of the sittings, passes have been obtained either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject.

Note

Candidates not possessing a credit in English Language at the Cambridge School Certificate will also be considered provided they possess passes in at least two subjects at "Principal Level" and one subject at "Subsidiary Level" as well as the General Paper obtained on one certificate at the Cambridge Higher School Certificate Examinations.

- B. A Cambridge Higher School Certificate or Passes in at least two subjects obtained on one certificate at the General Certificate of Education "Advanced Level".

OR

Equivalent qualifications to A and B above acceptable to the Public Service Commission.

- C. Candidates should be computer literate.

Qualification at A above should have been obtained prior to qualification at B above.

Candidates should produce written evidence of knowledge claimed.

/2...

CERTIFIED CORRECT

Alecasing

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

20 June 2012

Date.....



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

-2-

Training:

Trainee Legal Assistants will be required to undergo training, both theoretical and practical, in all aspects of the work of a Legal Assistant including the legal procedure at all levels and in general principles of law for a period of at least two years.

On successful completion of the training and on being favourably reported upon, Trainee Legal Assistants will be considered for appointment to the grade of Legal Assistant, as and when vacancies occur.



CERTIFIED CORRECT

Ataerossy

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

20 June 2012

Date.....