

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

- Ministry:** Local Government and Outer Islands
- Post:** Director, Solid Waste Management Division
- Salary:** Rs 70,000 (26 00 86)
- Effective Date:** 14 November 2011
- Qualifications:** By promotion, on the basis of experience and merit, of an officer in the grade of Deputy Director, Solid Waste Management Division who reckons at least five years' experience in Solid Waste Management and who possesses –
- (i) strong interpersonal and managerial skills; and
 - (ii) the ability to lead a multi-disciplinary team.
- Role and Responsibilities:** To be responsible for the overall management of the Solid Waste Management Division and the design, development and implementation of waste management plans in line with the goals and objectives of the Ministry.
- Duties:**
1. To be responsible for –
 - (i) the management of solid waste collection, including transfer and disposal; and
 - (ii) the preparation of bid documents, evaluation of bids and management of contracts.
 2. To administer legislations on waste disposal.
 3. To co-ordinate activities required in emergency situations such as post-cyclonic situations.
 4. To ensure proper co-ordination with Local Authorities and other stakeholders on waste collection, transfer and disposal.
 5. To advise on all matters relating to Solid Waste Management.

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CERTIFIED CORRECT


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*for Senior Chief Executive
Ministry of Civil Service and
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6. To represent the Ministry on boards, committees and in discussions/ negotiations with local and international bodies/consultants.
7. To ensure the implementation of the Performance Management System in the Solid Waste Management Division.
8. To use ICT in the performance of his duties.
9. 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 Director, Solid Waste Management Division in the roles ascribed to him.



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