

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

- Ministry:** Ocean Economy, Marine Resources, Fisheries, Shipping and Outer Islands  
(Fisheries Development)
- Post:** Laboratory Attendant (to be restyled Laboratory Auxilliary)
- Salary:** Rs 13,010 x 260 – 14,050 x 275 – 15,150 x 300 – 15,750 x 325 – 17,700 x 375 –  
19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 27,075 (24 023 056)
- Effective Date:** 03 May 2016
- Qualifications:** By selection from among serving employees on the permanent and pensionable establishment who possess the Cambridge School Certificate with at least a pass in Biology or Chemistry or Physics or passes obtained on one certificate at the General Certificate of Education “Ordinary Level” either (i) in five subjects including English Language and Biology or Chemistry or Physics with at least Grade C in any two subjects or (ii) in six subjects including English Language and Biology or Chemistry or Physics with at least Grade C in any one subject or an equivalent qualification acceptable to the Public Service Commission.

**NOTE**

In the absence of serving employees on the permanent and pensionable establishment possessing the above qualification, consideration will be given to those who –

- (i) show proof of having sat for the Cambridge School Certificate Examination in Biology or Chemistry or Physics or the General Certificate of Education “Ordinary Level” Examination in at least five subjects at one sitting including Biology or Chemistry or Physics or an examination of equivalent standard acceptable to the Public Service Commission; and
- (ii) reckon at least six months’ experience in laboratory work.

Candidates should produce written evidence of experience claimed.

/2...

CERTIFIED CORRECT



.....  
for Senior Chief Executive  
Ministry of Civil Service and  
Administrative Reforms  
03 May 2016  
Date.....

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

-2-


**Duties:**

1. To be responsible for the general cleanliness of laboratories, benches, glasswares and other equipment and for their good running condition.
2. To assemble apparatus and prepare solutions and sterile culture media for carrying out analysis.
3. To collect specimens whenever directed.
4. To collect water samples for chemical and micro-biological analysis.
5. To keep a register of chemicals, specimens, glasswares and other apparatus.
6. To prepare medium for plankton culture and to record physical parameters in ponds and culture tanks indoor and outdoor.
7. To prepare, keep and feed specimens, fish and test animals, whenever required.
8. To assist –
  - (i) scientific and technical staff in the requisitioning of laboratory chemicals and equipment, as and when necessary;
  - (ii) the officer in charge of the laboratory in updating chemical, equipment and apparatus registers on a monthly basis;
  - (iii) in the maintenance of equipment with contractor; and
  - (iv) in the disposal of chemical and biological waste.
9. To keep broken apparatus and glasswares in safe custody for audit or stock verification purposes.
10. To guide and direct visitors, as and when required.

/3...



**CERTIFIED CORRECT**

.....  
  
for Senior Chief Executive  
Ministry of Civil Service and  
Administrative Reforms  
03 May 2016

Date.....

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

-3-

11. 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 Laboratory Attendant (to be restyled Laboratory Auxilliary) in the roles ascribed to him.

**Note**

- (i) Laboratory Attendants (to be restyled Laboratory Auxilliaries) may be required to work outside normal working hours including Saturdays, Sundays and Public Holidays.
- (ii) Laboratory Attendants (to be restyled Laboratory Auxilliaries) will be required to work in all laboratories.



**CERTIFIED CORRECT**

.....  
**for Senior Chief Executive  
Ministry of Civil Service and  
Administrative Reforms  
03 May 2016**

Date.....