

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE  
PUBLIC SERVICE COMMISSION REGULATIONS, 1967

Ministry: Prime Minister's Office

Post: Storeman (*Stores Attendant*)

Salary: Rs 2,400 x 75 - 2,700 x 100 - 3,700  
(MGG 2)

Effective Date: 13 May, 1997

Qualifications: By selection from among Labourers on the permanent and pensionable establishment who

(a) possess the Certificate of Primary Education;

(b) have a good knowledge of store duties and are familiar with common items of stores.

NOTE 1:

Candidates not possessing the Certificate of Primary Education may be considered if they show proof of being literate.

NOTE 2:

For the first intake, priority of consideration will be given to ex-CHA employees provided they possess the qualifications mentioned above.

Duties:

1. To be responsible for:-

- (a) opening and closing of stores apertures as required;
- (b) cleaning of the store premises;

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*[Signature]*  
.....  
for Permanent Secretary

13 MAY 1997

Date.....

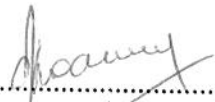


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- 2 -

- (c) collecting, loading, unloading and conveying of stores items;
  - (d) opening packages, crates, cases etc;
  - (e) handling of all store items as required;
  - (f) removing all packing materials, empty crates etc. to appropriate places for their eventual disposal;
  - (g) packing of store items as required;
  - (h) washing, cleaning and stowing of empties;
  - (i) placing and arranging items of stores on shelves and maintaining them clean and in order;
  - (j) collecting and despatching of stores correspondence as required;
  - (k) assisting in any work of similar nature e.g in inventories and surveys.
2. To perform such cognate duties as may be assigned.

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*for Permanent Secretary*

Date..... 13 MAY 1997

