

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

- Ministry:** Prime Minister's Office (Home Affairs Division)
- Post:** Deputy Director, Counterterrorism Unit
- Salary:** Rs 62,950 x 1,850 – 68,500 x 1,950 – 74,350 x 2,825 – 80,000 x 3,000 – 86,000 (14 085 095)
- Effective Date:** 27 September 2019
- Qualifications:**
- A. A degree in Police Studies or Defence Studies or Intelligence Studies or Security Studies or Public Administration or Communication Studies or Legal Studies or Law or Management from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
- B. Candidates should –
- (i) reckon at least 15 years' experience, inclusive of at least five years' post-qualification experience in policing or intelligence or security fields;
 - (ii) be highly trustworthy with proven loyalty;
 - (iii) possess strong administrative, organisational and leadership skills;
 - (iv) be proactive and able to take prompt decisions;
 - (v) possess excellent team work abilities; and
 - (vi) be computer literate.

Candidates should produce written evidence of experience/knowledge claimed.

- Role and Responsibilities:** To be responsible for the formulation and implementation of the National Security policies and strategies on intelligence gathering, information sharing and administrative issues.

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S. Chundusing (Mrs)
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Duties:

1. To assist the Director, Counterterrorism Unit in –
 - (i) the prevention of, and combat against terrorism, and related matters both locally and internationally;
 - (ii) the dissemination of timely information/intelligence to agencies concerned on potential threats posed by terrorism to peace, security and stability in the country as well as in the region and advise the Secretary to Cabinet and Head of the Civil Service on the best course of action in the circumstances;
 - (iii) planning and developing the intelligence budget, managing requirements and collection, and overseeing analysis, production, and acquisition;
 - (iv) the formulation and implementation of National Security policies and management of staff, resources, intelligence gathering and dissemination, including other duties as directed by the Director, Counterterrorism Unit;
 - (v) developing and implementing operational strategies for preventing and combating terrorism and assessing such strategies as to their effectiveness through regular simulation exercises;
 - (vi) organising training/sensitisation programmes for enhancing the capacity of local agencies in preventing and combating terrorism;
 - (vii) monitoring performance of staff in respect of measurable goals and set objectives in line with the priorities of the Unit;
 - (viii) facilitating and ensuring integration of intelligence personnel, expertise and capabilities;
 - (ix) developing adaptive tools to the National Counterterrorism Strategy and support programme to counterterrorism;

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- (x) conducting regular meetings with various stakeholders to review and enhance anti-terrorism measures; and
 - (xi) developing and implementing strategies to promote public support in combating terrorism.
2. To use ICT in the performance of his duties.
 3. 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 Deputy Director, Counterterrorism Unit in the roles ascribed to him.



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