

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

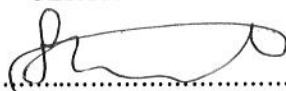
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- Ministry:** Social Security, National Solidarity and Reform Institutions
- Post:** Head, Disability Unit
- Salary:** Rs 29,000 x 1,000 – 30,000 x 1,250 – 50,000 (23 58 75)
- Effective Date:** 23 May 2011
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Senior Disability Officer who reckon at least three years' service in a substantive capacity in the grade and who –
- (i) possess effective leadership and team building skills;
 - (ii) have a thorough understanding of the concept of rehabilitation and the commitment to contribute effectively to the resettlement of disabled persons;
 - (iii) have marked ability for the development of comprehensive rehabilitation programmes and rehabilitation methods; and
 - (iv) possess good communication skills and have the ability to promote close co-operation among governmental and voluntary agencies concerned with the welfare and social re-adjustment of disabled persons.
- Role and Responsibilities:** To implement policies in the Disability Sector in line with the overall vision, mission and strategies of the Ministry.
- Duties:**
1. To conceive, plan, develop and implement programmes and projects for the well-being of persons with disabilities.
 2. To advise on the formulation of policies relating to the improvement of the quality of life of people with disabilities.
 3. To devise appropriate strategies to ensure the effective implementation of programmes, projects and policies in favour of persons with disabilities.
 4. To advise on the framing of appropriate legislations relating to the protection, well-being and human rights of persons with disabilities and to ensure the enforcement of such legislations.

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CERTIFIED CORRECT


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*for Senior Chief Executive
Ministry of Civil Service and
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5. To initiate studies, surveys and research work on the issue of disability.
6. To liaise with Ministries/Departments, statutory bodies and Non-Governmental Organisations and other local and international organisations on issues relating to rehabilitation and disability and to serve as a resource person, as and when required.
7. To organise and supervise the work of officers of the Disability Unit.
8. To organise committees/meetings with Ministries/Departments/Private Sector, Non-Governmental Organisations, Disabled Persons Organisations, Community Based Organisations and Service Clubs with a view to promoting a holistic approach on the issue of disability.
9. To use ICT in the performance of his duties.
10. 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 Head, Disability Unit in the roles ascribed to him.



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