

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

Ministry: Youth and Sports
Post: Youth Officer
Salary: Rs 8,400 x 200 – 9,000 x 250 – 10,000 x 300 – 10,600 x 400 – 15,000 x 500 –
16,500 (23 25 48)
Effective Date: 28 March 2005

- Qualifications:**
- A. (a) Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics obtained at not more than two sittings or
 - (b) Passes not below Grade C in at least five subjects including English Language, French and Mathematics obtained at not more than two sittings at the General Certificate of Education “Ordinary Level” provided that at one of the sittings, passes have been obtained either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject or
 - (c) An equivalent qualification acceptable to the Public Service Commission.

Note

Candidates not possessing a credit in English Language at the Cambridge School Certificate will also be considered provided they possess passes in at least two subjects at “Principal Level” and one subject at “Subsidiary Level” as well as the General Paper obtained on one certificate at the Cambridge Higher School Certificate Examinations.

- B. A Cambridge Higher School Certificate or Passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level” or an equivalent qualification acceptable to the Public Service Commission.
- C. A diploma in Social Work from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
- D. Good communication and leadership skills.

Note

Qualification at A above should have been obtained prior to qualification at B above.

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.....
*for Senior Chief Executive
Ministry of Civil Service Affairs and
Administrative Reforms*

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NOTE

In the absence of candidates possessing qualification at C above, by selection from among candidates possessing qualifications at A, B and D above. The selected candidates will be appointed in a temporary capacity in the first instance and will be required to follow successfully a course leading to a diploma in Social Work at a recognised institution or to an equivalent qualification acceptable to the Public Service Commission, to be eligible for appointment as Youth Officer in a substantive capacity.

Duties:

1. To advise and help youth organisations in the planning and organisation of youth activities.
2. To plan and implement programmes and projects in favour of unorganised youths in order to motivate them to join appropriate organisations for their social development and to participate in voluntary work and community service.
3. To supervise youth groups which are either affiliated to regional youth organisations and/or recognised by the Ministry of Youth and Sports.
4. To take charge of residential Youth Training Centres and Youth Camps.
5. To assist in -
 - (i) the management of Youth Centres;
 - (ii) the running of appropriate courses in leadership and club management for leaders of youth groups;
 - (iii) the organisation of residential and non-residential training courses, seminars, conferences and outdoor activities for the youth and to be physically present for the duration of the activities; and
 - (iv) the carrying out of appropriate youth surveys.
6. To liaise with youth organisations, Ministries and other organisations for the execution of common projects.
7. To keep records, prepare and submit progress reports and returns on a regular basis.
8. To perform such cognate duties as may be assigned.

Note

Youth Officers are required to work at staggered hours.



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