

PUBLIC SERVICE MINISTRY

CIRCULAR NO. 35/1976

REFERENCE NO. PS: 36/1/1

FROM: Permanent Secretary,
Public Service Ministry

TO: All Permanent Secretaries,
Heads of Departments and
Regional Executive Officers

SUBJECT: Training of Management Services Officers

DATE: 8th July, 1976.

With reference to my circular No. 19/1976 dated 24th April, 1976 and No. 23/1976 dated 24th May, 1976, applications are further invited for attendance at the Management Services Training Course commencing in September, 1976.

2. On successful completion of the course, those trainees who possess graduate qualifications will be eligible for appointment to the Management Services Officer I Grade in the A20 Salary Range at a commencing salary of \$532 per month. On completion of two (2) years satisfactory services Officer II which post attracts salary commencing at \$616 per month in the salary range A25: \$556 X \$30 - \$826 per month.
3. Public Servants who are interested, but who have not yet applied for attendance in response to the two circulars referred to above, are requested to do so on the appropriate T.D. 2 forms, through their Permanent Secretaries or Heads of Departments, who should ensure that nomination/s reach this Ministry not later than 24th July, 1976. Officers who have already been nominated for the course need not re-apply.
4. Permanent Secretaries and Heads of Departments are requested to bring the contents of this circular to all officers serving in their Ministries/Departments.

.....
C. E. Douglas,
Permanent Secretary.