

FROM: Permanent Secretary,
Public Service Ministry

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

**SUBJECT: Acceptance of Caribbean Examinations
Council (CXC) Certificate in the Public Service.**

DATE: 14th February, 1980.

Reference is made to my Circular No. 19/1979, dated 27th October, 1979, on the above subject.

2. Approval is given for the Job Specifications for the post of Clerk II in the Clerical Grades of the Public Service to be amended by the inclusion of the undermentioned:-

A – CLERK II (General and Legal)

- (i) G.C.E. 'O' Level passes (i.e., not lower than the Grade C with effect from the June, 1975 examination) and/or passes at the CXC General Proficiency Examination, Grades I, II and III and/or passes at the CXC Basic Proficiency Examination, Grade I –

Four (4) subjects (including English Language) at least two (2) of which must be obtained at one (1) sitting.

- (ii) G.C.E. 'O' Level passes (i.e., not lower than the Grade C with effect from the June, 1975 examination) and/or passes at the CXC General Proficiency Examination, Grades I, II and III and/or passes at the CXC Basic Proficiency Examination, Grade I –

three (3) subjects (including English Language).

together with

passes in two (2) subjects at the CXC Basic Proficiency Examination, Grade II, at least two (2) of which must be obtained at one sitting.

B – CLERK II (Accounts)

- (i) G.C.E. 'O' Level passes (i.e., not lower than the Grade C with effect from the June, 1975 examination) and/or passes at the CXC General Proficiency Examination, Grade I, II and III and/or passes at the CXC Basic Proficiency Examination, Grade I –

four (4) subjects (including English Language and either Mathematics or Principles of Accounts), at least two (2) of which must be obtained at one sitting.

- (ii) G.C.E. 'O' Level passes (i.e., not lower than the Grade C with effect from the June, 1975 examination) and/or passes at the CXC General Proficiency Examination, Grade I, II and III and/or passes at the CXC Basic Proficiency Examination, Grade I –

three (3) subjects (including English Language and either Mathematics or Principles of Accounting together with

passes in two (2) subjects at the CXC Basic Proficiency Examination, Grade II, at least two (2) of which must be obtained at one sitting.

3. The Circular under reference is amended accordingly.

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(H. Ali),
for Permanent Secretary,
Public Service Ministry.