

PSC CIRCULAR

Public Service Commission, Berkeley Crescent, P.O. Box 2211
Government Buildings, Suva. Telephone 3314 588

PSC CIRCULAR NO: 60/2011

To : Permanent Secretaries and
Heads of Departments

Ref : PSC 7/4/3-2

Subject: **APPLICATIONS FOR EXAMINER -**
SERVICE EXAMINATION H(1) SECTION B

Date: 12/10/ 2011

The Public Service Commission invites applications from qualified and experienced Officers for appointment as Examiner for Service Examination H (1) - Section B, Financial Instructions, for an initial period of three (3) years.

1.0 **ELIGIBILITY CRITERIA**

The pre-requisites/eligibility criteria to be an Examiner are as follows:

- At Principal Administrative Officer level with not less than five (5) years of unbroken service, and preferably having passed all the relevant Service Examinations;
- Conducted tutorials for Service Examinations or have had some previous experience in the setting and marking of Service Examinations papers would be desirable;
- Must be well-versed with the Fiji Public Service Financial Administration, Government & Statutory Bodies and the Principles of Supervision and Management.

2.0 **ALLOWANCE PAYABLE**

Setting of Question Paper for H (1) Section B - \$11.50 per question

Marking of Answer-script for H (1) Section B - \$4.50 per answer script

3.0 **APPLICATION FORM**

Interested Officers are requested to complete the attached application form at **Appendix 1** and submit to the PSC –Centre for Training and Development, Nasese, by **21/10/11**.

- 4.0 Further enquiries, may be directed to Mr. Dinesh Prakash or Mrs Mere Tora on Telephone Number 3315688 (Ext: 104/111) or Email address: dprakash@psc.gov.fj or mtora@psc.gov.fj



Parmesh Chand

Permanent Secretary for the Public Service

PUBLIC SERVICE COMMISSION

APPLICATION FORM FOR EXAMINER –H(1)- Section B

Name :	
Date Appointed to the Service :	
Present Substantive Post :	Min/Dept:
Date of Birth :	EDP/FNPF:
Phone Contact :	Email:

DETAILS OF YEARS DOF EXPERIENCE IN THE SERVICE (5 years and above

Min/Dept.	Post	Date of promotion/ appointment of post	Brief Summary of Duties of the post

INDICATE ON THE SPACE PROVIDED THE SERVICE EXAMINATION(S) PASSED WITH YEAR

	H(1)	H(2)	S	U	E
Year:

DETAILS OF PAST EXPERIENCE AS EXAMINER PUBLIC SERVICE EXAMINATION(S).

OTHER COMMENTS RELEVANT TO THIS APPLICATION

RECOMMENDATION OF PERMANENT SECRETARY

..... APPLICANT PERMANENT SECRETARY DATE
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