

APPROVED COSTED STAFF ESTABLISHMENT FOR A DISTRICT LOCAL GOVERNMENT - MAY 2016

	JOB TITLE	SAL SCALE	APPROV ESTAB	MONTHLY SALARY	ANNUAL SALARY
	OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER				
1	Chief Administrative Officer	U1SE	1	2,369,300	28,431,600
2	Personal Secretary	U4	1	723,868	8,686,416
3	Driver	U8	1	221,987	2,663,844
	Sub-Total		3		39,781,860
	ADMINISTRATION DEPARTMENT				
1	Deputy Chief Administrative Officer	U1SE	1	1,859,451	22,313,412
2	Principal Assistant Secretary	U2	1	1,247,467	14,969,604
3	Senior IT Officer	U3	1	1,286,135	15,433,620
4	Senior Records Officer	U3	1	933,461	11,201,532
5	Senior Assistant Secretary	U3	1	933,461	11,201,532
6	IT Officer	U4	1	1,175,632	14,107,584
7	Records Officer	U4	1	723,868	8,686,416
8	Communication Officer	U4	1	723,868	8,686,416
9	Personnal Secretary	U4	1	723,868	8,686,416
10	Assistant Records Officer	U5	2	528,588	12,686,112
11	Senior Office Supervisor	U5	1	528,588	6,343,056
12	Stenographer Secretary	U5	3	528,588	19,029,168
13	Pool Stenographer	U6	3	426,265	15,345,540
14	Office Typist	U7	2	343,792	8,251,008
15	Office Attendant	U8	7	221,987	18,646,908
16	Driver	U8	11	221,987	29,302,284
	Sub-Total		38		224,890,608
	HUMAN RESOURCE MANAGEMENT UNIT				
1	Principal Human Resource Officer	U2	1	1,247,467	14,969,604
2	Senior Human Resource Officer	U3	1	933,461	11,201,532
3	Human Resource Officer	U4	1	723,868	8,686,416
	Sub-Total		3		34,857,552
	STATUTORY BODIES				
1	Pricipal Human Resource Officer	U2	1	1,247,467	14,969,604
2	Secretary District Land Board/Senior Assistant Secretary	U3	1	933,461	11,201,532
3	Assitant Records Officer	U5	1	528,588	6,343,056
4	Pool Stenographer	U6	1	426,265	5,115,180
5	Officer Attendant	U8	1	221,987	2,663,844
	Sub-Total		5		40,293,216

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	FINANCE DEPARTMENT				
1	Chief Finance Officer	U1E	1	1,700,392	20,404,704
2	Senior Finance Officer	U3	1	1,046,396	12,556,752
3	Senior Accountant	U3	1	1,046,396	12,556,752
4	Finance Officer	U4	1	876,222	10,514,664
5	Accountant	U4	1	876,222	10,514,664
6	Senior Accounts Assistant	U5	5	528,588	31,715,280
7	Assistant Inventory Management Officer	U5	1	528,588	6,343,056
8	Accounts Assistant	U7	2	343,792	8,251,008
	Sub-Total		13		112,856,880
	PROCUREMENT AND DISPOSAL UNIT				
1	Senior Procurement Officer	U3	1	1,046,396	12,556,752
2	Procurement Officer	U4	1	876,222	10,514,664
	Sub Total		2		23,071,416
	PLANNING DEPARTMENT				
1	District Planner	U1E	1	1,700,392	20,404,704
2	Senior Planner	U3	1	1,046,396	12,556,752
3	Planner	U4	1	876,222	10,514,664
	Sub-Total		3		43,476,120
	WORKS DEPARTMENT				
1	District Engineer	U1E	1	2,291,633	27,499,596
2	Senior Engineer	U3	1	1,286,135	15,433,620
3	Superintendent of Works/Sen. Asst Eng Off/Civil Engineer	U4	1	1,175,632	14,107,584
4	Civil Engineer (Water)	U4	1	1,175,632	14,107,584
5	Assistant Engineering Officer	U5	1	699,889	8,398,668
6	Road Inspector	U6	1	426,265	5,115,180
7	Engineering Assistant (Civil)	U7	1	343,792	4,125,504
8	Engineering Assistant (Mechanical)	U7	1	343,792	4,125,504
9	Engineering Assistant (Water/Borehole Technician)	U7	1	343,792	4,125,504
10	Plant Operator	U8	1	221,987	2,663,844
11	Machine Operator	U8	1	221,987	2,663,844
12	Driver	U8	2	221,987	5,327,688
13	Plant / Machine Attendent	U8	2	200,296	4,807,104
	Sub-Total		15		112,501,224
	EDUCATION DEPARTMENT				
1	District Education Officer	U1E	1	1,657,677	19,892,124

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2	Senior Education Officer	U3	1	933,461	11,201,532
3	Senior Inspector of Schools	U3	1	933,461	11,201,532
4	Sports Officer	U4	1	723,868	8,686,416
5	Education Officer (Special Needs & Administration)	U4	1	723,868	8,686,416
6	Inspector of Schools	U4	1	723,868	8,686,416
7	Education Officer (Guidance & Counselling)	U4	1	723,868	8,686,416
	Sun-Total		7		77,040,852
	COMMUNITY BASED SERVICES DEPARTMENT				
1	District Community Development Officer	U1E	1	1,657,677	19,892,124
2	Senior Community Development Officer	U3	1	933,461	11,201,532
3	Senior Probation and Welfare Officer	U3	1	933,461	11,201,532
4	Senior Labour Officer	U3	1	933,461	11,201,532
5	Probation & Welfare Officer	U4	1	723,868	8,686,416
	Sub-Total		5		62,183,136
	NATURAL RESOURCES DEPARTMENT				
1	District Natural Resources Officer	U1E	1	2,291,633	27,499,596
2	Senior Land Management Officer	U3	1	1,286,135	15,433,620
3	Senior Environment Officer	U3	1	1,286,135	15,433,620
4	Environment Officer	U4	1	1,175,632	14,107,584
5	Forestry Officer	U4	1	1,175,632	14,107,584
6	Physical Planner	U4	1	1,175,632	14,107,584
7	Staff Surveyor	U4	1	1,175,632	14,107,584
8	Assistant Forestry Officer	U5	1	699,889	8,398,668
9	Forest Ranger	U7	1	343,792	4,125,504
10	Forest Guard	U8	1	221,987	2,663,844
	Sub-Total		10		129,985,188
	INTERNAL AUDIT UNIT				
1	District Internal Auditor	U2	1	1,345,330	16,143,960
2	Internal Auditor	U4	1	876,222	10,514,664
	Sub-Total		2		26,658,624
	PRODUCTION DEPARTMENT				
1	District Production Officer	U1E	1	2,291,633	27,499,596
2	Principal Agricultural Officer	U2	1	1,813,114	21,757,368
3	Principal Veterinary Officer	U2	1	1,813,114	21,757,368
4	Principal Fisheries Officer	U2	1	1,813,114	21,757,368
5	Principal Entomologist	U2	1	1,813,114	21,757,368
6	Senior Agricultural Officer	U3	1	1,286,135	15,433,620

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7	Sen. Agricultural Engineer (Water for Production)	U3	1	1,286,135	15,433,620
8	Senior Veterinary Officer	U3	1	1,286,135	15,433,620
9	Senior Fisheries Officer	U3	1	1,286,135	15,433,620
10	Senior Entomologist	U3	1	1,286,135	15,433,620
11	Animal Husbandry Officer	U4	1	1,175,632	14,107,584
12	Fisheries Officer (Aquaculture)	U4	1	1,175,632	14,107,584
13	Vermin Control Officer	U4	1	1,175,632	14,107,584
14	Laboratory Technician (Customise)	U5	1	699,889	8,398,668
15	Assistant Inventory Management Officer (Customise)	U7	1	240,605	2,887,260
16	Laboratory Attendant (Customise)	U8	1	221,987	2,663,844
	Sub-Total		16		247,969,692
	TRADE, INDUSTRY AND LOCAL ECONOMIC DEVELOPMENT				
1	District Commercial Officer	U1E	1	1,657,677	19,892,124
2	Principal Commercial Officer	U2	1	1,247,467	14,969,604
3	Senior Commercial Officer	U3	1	933,461	11,201,532
4	Commercial Officer	U4	1	723,868	8,686,416
5	Tourism Officer	U4	1	723,868	8,686,416
6	Wildlife Officer	U4	1	723,868	8,686,416
7	Conservator Officer	U4	1	723,868	8,686,416
	Sub-Total		7		80,808,924
	HEALTH SERVICES DEPARTMENT				
1	District Health Officer	U1E	1	2,291,633	27,499,596
2	Assistant District Health Officer (Environmental Health)	U2	1	2,025,084	24,301,008
3	Asst Dist Health Officer (Maternal Child Health/ Nursing)	U2	1	2,025,084	24,301,008
4	Senior Environmental Health Officer	U3	1	1,352,515	16,230,180
5	Senior Health Educator	U3	1	1,352,515	16,230,180
6	Bio-Statistician	U4	1	1,175,632	14,107,584
7	Assistant inventory Management Officer	U5	1	528,588	6,343,056
8	Cold Chain Technician	U6	1	426,265	5,115,180
	Sub-Total		8		134,127,792
	TOTAL WITHOUT GENERAL HOSPITAL & HEALTH CENTRES		137		1,390,503,084