

**APPROVED COSTED STAFF ESTABLISHMENT FOR A MUNICIPALITY MAY 2016**

	JOB TITLE	SAL	APPROVED	MONTHLY	ANNUAL
		SCALE	ESTAB	SALARY	SALARY
	<b>OFFICE OF THE TOWN CLERK</b>				
1	Town Clerk	U1SE	1	1,859,451	22,313,412
2	Personal secretary	U4	1	723,868	8,686,416
3	Driver	U8	1	221,987	2,663,844
	<b>Sub-Total</b>		<b>3</b>		<b>33,663,672</b>
	<b>ADMINISTRATION</b>				
1	Deputy Town Clerk	U1E	1	1,657,677	19,892,124
2	Assistant Town Clerk	U4	1	723,868	8,686,416
3	Communication Officer	U4	1	723,868	8,686,416
4	Records Officer	U4	1	723,868	8,686,416
5	IT Officer	U4	1	1,175,632	14,107,584
6	Senior Law Enforcement Officer	U4	1	723,868	8,686,416
7	Stenographer Secretary	U5	2	462,852	11,108,448
8	Senior Office Supervisor	U5	1	462,852	5,554,224
9	Assistant Records Officer	U5	1	462,852	5,554,224
10	Pool Stenographer	U6	2	426,265	10,230,360
11	Office Typist	U7	1	343,792	4,125,504
12	Office Attendant	U8	6	221,987	15,983,064
13	Driver	U8	7	221,987	18,646,908
	<b>Sub-Total</b>		<b>26</b>		<b>139,948,104</b>
	<b>FINANCE AND PLANNING</b>				
1	Principal Treasurer	U2	1	1,345,330	16,143,960
2	Senior Accountant	U3	1	1,046,396	12,556,752
3	Senior Financial Officer	U3	1	1,046,396	12,556,752
4	Senior Planner	U3	1	1,046,396	12,556,752
5	Planner	U4	1	876,222	10,514,664
6	Accountant	U4	1	876,222	10,514,664
7	Finance Officer	U4	1	876,222	10,514,664
8	Senior Accounts Assistant	U5	3	528,588	19,029,168

**APPROVED COSTED STAFF ESTABLISHMENT FOR A MUNICIPALITY MAY 2016**

9	Assistant Inventory Management Officer	U5	2	528,588	12,686,112
	<b>Sub-Total</b>		<b>12</b>		<b>117,073,488</b>
	<b>HUMAN RESOURCE MANAGEMENT UNIT</b>				
1	Senior Human Resource Officer	U3	1	933,461	11,201,532
2	Human Resource Office	U4	1	723,868	8,686,416
	<b>Sub-Total</b>		<b>2</b>		<b>19,887,948</b>
	<b>PROCUREMENT AND DISPOSAL UNIT</b>				
1	Procurement Officer	U4	1	876,222	10,514,664
2	Assistant Procurement Officer	U5	1	528,588	6,343,056
	<b>Sub Total</b>		<b>2</b>		<b>16,857,720</b>
	<b>INTERNAL AUDIT UNIT</b>				
1	Senior Internal Auditor	U3	1	1,046,396	12,556,752
2	Internal Auditor	U4	1	876,222	10,514,664
	<b>Sub-Total</b>		<b>2</b>		<b>23,071,416</b>
	<b>WORKS</b>				
1	Municipal Engineer (Princ. Executive Engine	U2	1	1,813,114	21,757,368
2	Superintendent of Works/Civil Engineer (Roa	U4	1	1,175,632	14,107,584
3	Senior Assistant Engineering Officer (Elec &	U4	2	1,175,632	28,215,168
4	Assistant Engineering Officer	U5	2	699,889	16,797,336
5	Roads Inspector	U6	1	426,265	5,115,180
6	Plant Attendant	U8	1	200,296	2,403,552
7	Porter	U8	1	200,296	2,403,552
8	Plant Operator	U8	1	221,987	2,663,844
	<b>Sub Total</b>		<b>10</b>		<b>93,463,584</b>
	<b>ENVIRONMENTAL MANAGEMENT UNIT</b>				
1	Senior Environment Officer	U3	1	1,046,396	12,556,752
2	Environment Officer	U4	1	876,222	10,514,664
	<b>Sub-Total</b>		<b>2</b>		<b>23,071,416</b>

**APPROVED COSTED STAFF ESTABLISHMENT FOR A MUNICIPALITY MAY 2016**

	<b>PHYSICAL PLANNING UNIT</b>				
1	Senior Physical Planner	U3	1	1,046,396	12,556,752
2	Physical Planner	U4	1	876,222	10,514,664
3	Land Supervisor	U6	2	426,265	10,230,360
	<b>Sub-Total</b>		<b>4</b>		<b>33,301,776</b>
	<b>EDUCATION</b>				
1	Principal Education Officer	U2	1	1,247,467	14,969,604
2	Inspector of Schools	U4	1	723,868	8,686,416
3	Education Officer (Guidance&Counselling/ S	U4	1	723,868	8,686,416
4	Education Officer (Administration)	U4	1	723,868	8,686,416
5	Assistant Inspector of Schools	U5	1	528,588	6,343,056
6	Assistant Sports Officer	U5	1	462,852	5,554,224
	<b>Sub-Total</b>		<b>6</b>		<b>52,926,132</b>
	<b>COMMUNITY BASED SERVICES (Library staff to be Customised)</b>				
1	Principal Community Development Officer	U2	1	1,247,467	14,969,604
2	Community Development Officer	U4	1	723,868	8,686,416
3	Probation and Welfare Officer	U4	1	723,868	8,686,416
4	Labour Officer	U4	1	723,868	8,686,416
5	Librarian	U4	1	723,868	8,686,416
6	Assitant Librarian	U6	1	426,265	5,115,180
7	Library Attendant	U8	1	200,296	2,403,552
	<b>Sub-Total</b>		<b>7</b>		<b>57,234,000</b>
	<b>PRODUCTION UNIT</b>				
1	Senior Veterinary Officer	U3	1	1,286,135	15,433,620
2	Veterinary Officer	U4	1	1,175,632	14,107,584
3	Agricultural Officer	U4	1	1,175,632	14,107,584
4	Assistant Animal Husbandry Officer	U5	1	699,889	8,398,668
5	Assistant Agricultural Officer	U5	1	699,889	8,398,668
	<b>Sub-Total</b>		<b>5</b>		<b>43,648,788</b>

**APPROVED COSTED STAFF ESTABLISHMENT FOR A MUNICIPALITY MAY 2016**

<b>TRADE, INDUSTRY AND LOCAL ECONOMIC DEVELOPMENT</b>					
1	Principal Commercial Officer Officer	U2	1	1,247,467	14,969,604
2	Commercial Officer	U4	1	723,868	8,686,416
3	Assistant Commercial Officer	U5	1	462,852	5,554,224
	<b>Sub-Total</b>		<b>3</b>		<b>29,210,244</b>
<b>PUBLIC HEALTH</b>					
1	Medical Officer of Health Services	U2	1	1,813,114	21,757,368
2	Principal Health Inspector	U3	1	1,286,135	15,433,620
3	Health Educator	U4	1	1,175,632	14,107,584
4	Health Inspector	U5	1	699,889	8,398,668
5	Health Assistant	U7	2	424,028	10,176,672
	<b>Sub-Total</b>		<b>6</b>		<b>69,873,912</b>
	<b>TOTAL WITHOUT HEALTH CENTRES</b>		<b>90</b>		<b>753,232,200</b>