



THE  
**JAMAICA GAZETTE**  
**SUPPLEMENT**

**PROCLAMATIONS, RULES AND REGULATIONS**

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No. 138E

No. 184G

**THE CIVIL SERVICE ESTABLISHMENT ACT**

THE CIVIL SERVICE ESTABLISHMENT (GENERAL) (AMENDMENT)  
ORDER, 2018

In exercise of the power conferred upon the Minister by section 3 of the Civil Service Establishment Act, and of every other power hereunto enabling, the following Order is made, subject to affirmative resolution of the House of Representatives:—

1. This Order may be cited as the Civil Service Establishment (General) (Amendment) Order, 2018, and shall be read and construed as one with the Civil Service Establishment (General) Order, 2018 (hereinafter referred to as the “principal Order”).

2.—(1) With effect from the respective dates specified in the fourth column of Part I of the Schedule to this Order, the offices specified in the second column thereof are—

- (a) established and constituted as offices in the public service; or

- (b) reclassified, retitled, upgraded or transferred as established offices in the public service.

(2) The emoluments of each established office under subparagraph (1) shall be the emoluments respectively specified in—

- (a) the Appendix to Part I of the Schedule to the principal Order; and
- (b) Part II of the Schedule to the principal Order in relation to the classification group or grade set out in the third column of Part I of the Schedule to this Order.

(3) Subject to subparagraph (4), there shall be appointed to the established offices such officers as may, from time to time, be necessary.

(4) Without prejudice to the provisions of sections 36 and 37 of the *Interpretation Act* regarding each Ministry or Department set out in Part I of the Schedule to this Order, the number of officers appointed to the established offices shall not, at any time, exceed the number specified in the first column of that Part.

3.—(1) Subject to subparagraph (2), there shall be attached to each classification group or grade of established offices listed in Part II of the Schedule to this Order, the emoluments set out in relation thereto in that Part with effect from the respective dates specified therein.

(2) Where a salary set out in Part II of the Schedule to this Order contains a proficiency bar, a promotional bar or a qualification bar, as the case may be, no officer shall, after reaching the point in the salary scale at which the proficiency bar, promotional bar or qualification bar, as the case may be, becomes applicable, receive any further increment in that scale until the officer has fulfilled the requirements established for passing the proficiency bar, promotional bar or qualification bar, as the case may be.

4. The offices specified in the second column of Part III of the Schedule to this Order are abolished, with effect from the respective dates specified in the fourth column thereof.

5. Pursuant to paragraphs 2, 3 and 4 of this Order, Parts I, II and III of the Schedule to the principal Order are consequentially amended.

SCHEDULE

(Paragraphs 3, 4 and 5)

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**SCHEDULE PART I**  
**LIST OF ESTABLISHED OFFICES**  
**IN THE PUBLIC SERVICE**

**His Excellency the Governor General & Staff**

**General Administration**

No. of Offices	Office	Classification	Remark
1	Governor General's Secretary & Clerk to the Privy Council	GMG CTD 1	Post [# 541] of Governor General's Secretary & Clerk to the Privy Council (GMG/SEG 6) reclassified with effect from April 3, 2018.
1	Records/Special Library Manager	GMG SEG 2	New post [# 71580] with effect from May 1, 2018.
1	Property Caretaker	SOG ST 3	Post [# 62991] of Farm Manager/Property Caretaker (SOG/ST 4) retitled and red circled with effect from June 25, 2018.
1	Landscaping/Grounds Supervisor	SOG ST 3	Post [# 59233] of Landscaping/Grounds Manager (SOG/ST 3) retitled with effect from June 25, 2018.
1	Telephone Operator	OPS TO 2	Post [# 10] of Telephone Operator (OPS/TO 1) upgraded with effect from June 25, 2018.
1	Car Attendant	LMO TS 2	Post [# 12] of Messenger/Attendant (LMO/TS 2) retitled with effect from June 25, 2018.
6			
6	<b>Total - His Excellency the Governor General &amp; Staff</b>		

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Auditor General's Department**

**Performance Audit**

No. of Offices	Office	Classification	Remark
1	Senior Auditor	AUGD AGS 6	New post [# 71603] with effect from May 28, 2018.
2	Auditor	AUGD AGS 5	Two (2) new posts [#s 71596-7] with effect from May 28, 2018.
3			
3	Total - Performance Audit		

**Assurance Audit**

No. of Offices	Office	Classification	Remark
5	Senior Auditor	AUGD AGS 6	Five (5) new posts [#s 71598-71602] with effect from May 28, 2018.
3	Auditor	AUGD AGS 5	Three (3) new posts [#s 71593-5] with effect from May 28, 2018.
8			
8	Total - Assurance Audit		

**11 Total - Auditor General's Department**

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

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**Office of the Prime Minister**

**Prime Minister's Office**

**Administration & Special Services**

**Transport/Fleet Management**

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No. of Offices	Office	Classification	Remark
1	Transport Manager	GMG AM 4	Post [# 398] of Transport Manger (GMG/AM 3) upgraded with effect from May 28, 2018.
1	Assistant Transport Officer	GMG AM 2	New post [# 71616] with effect from May 28, 2018.
2			
2	Total - Administration & Special Services		
2	Total - Prime Minister's Office		
2	Total - Office of the Prime Minister		

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**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Cabinet Office**

**Office of the National Security Advisor**

No. of Offices	Office	Classification	Remark
1	National Security Advisor	GMG CTD 1	New post [# 71400] with effect from April 3, 2018.
1	Principal Director, Policy Development & Governance	GMG SEG 6	Post [# 60816] of Senior Director, NSSIU (GMG/SEG 6) retitled and transferred from National Security Policy Coordination with effect from April 3, 2018.
1	Director, Monitoring & Research	GMG SEG 4	Post [# 60817] transferred from National Security Policy Coordination with effect from April 3, 2018.
1	Senior Intelligence Director, Security & Intelligence	GMG SEG 4	New post [# 71401] with effect from April 3, 2018.
1	Intelligence Officer, International & Regional Relations	GMG SEG 4	New post [# 71402] with effect from April 3, 2018.
1	Research Analyst	GMG SEG 3	Post [# 60819] transferred from National Security Policy Coordination with effect from April 3, 2018.
1	Communication Specialist	MCG IE 6	Post [# 60820] transferred from National Security Policy Coordination with effect from April 3, 2018.
1	Executive Secretary 1	OPS SS 4	New post [# 71403] with effect from April 3, 2018.
1	Administrator	GMG AM 2	New post [# 71404] with effect from April 3, 2018.
1	Driver 1	LMO DR 1	New post [# 71405] with effect from April 3, 2018.
10			
10	<b>Total - Office of the National Security Advisor</b>		
10	<b>Total - Cabinet Office</b>		

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Finance & the Public Service**

**Corporate Planning & Administration Division**

**Office Services & Fleet Management Branch**

No. of Offices	Office	Classification	Remark
1	Director, Office Services and Fleet Management	GMG SEG 3	Post [# 1145] of Director (GMG/SEG 3) retitled and transferred from Security Fleet & Emergency Management with effect from June 25, 2018.

1

**Fleet Management Section**

No. of Offices	Office	Classification	Remark
1	Transport Manager	GMG AM 4	Post [# 1146] of Transport Manager (GMG/AM 4) transferred from Security Fleet and Emergency Management with effect from June 25, 2018.
1	Secretary 2	OPS SS 2	Post [# 1159] of Secretary 2 (OPS/SS 2) transferred from Security Fleet and Emergency Management with effect from June 25, 2018.
1	Records Officer 2	PIDG RIM 3	Post [# 1148] of Records Officer 2 (PIDG/RIM 3) transferred from Security Fleet and Emergency Management with effect from June 25, 2018.
1	Mechanic	LMO TS 5	Post [# 1205] of Mechanic (LMO/TS 5) transferred from Security Fleet and Emergency Management with effect from June 25, 2018.
6	Driver 2	LMO DR 2	Posts [#s 1194-97, 1829, 587] of Driver 1 (LMO/DR 1) retitled and upgraded with effect from June 25, 2018.

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**Office Services Section**

No. of Offices	Office	Classification	Remark
1	Office Services Manager	GMG SEG 1	Post [# 54701] of Office Services Manager (GMG/SEG 1) transferred from Office Services with effect from June 25, 2018.
1	Customer Service Officer	GMG AM 2	Post [# 61406] of Customer Service Officer (GMG/AM 2) transferred from Office Services with effect from June 25, 2018.
1	Inventory Clerk	PIDG RIM 3	Post [# 1152] of Inventory Clerk (PIDG/RIM 3) transferred from Office Services with effect from June 25, 2018.

# **LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE**

## **Ministry of Finance & the Public Service**

### **Corporate Planning & Administration Division**

#### **Office Services & Fleet Management Branch**

##### **Office Services Section**

No. of Offices	Office	Classification	Remark
1	Billing Officer	PIDG RIM 3	Post [# 1149] of Billing Officer (PIDG/RIM 3) transferred from Office Services with effect from June 25, 2018.
2	Billing Clerk	PIDG RIM 2	Two (2) posts [#s 1155-6] of Billing Clerk (PIDG/RIM 2) transferred from Office Services with effect from June 25, 2018.
2	Receptionist	GMG AM 1	Two(2) posts [#s 1064 & 1167] of Receptionist (GMG/AM 1) transferred from Office Services with effect from June 25, 2018.
2	Telephone Operator	OPS TO 1	Two(2) posts [#s 1441 & 1702] of Telephone Operator (OPS/TO 1) transferred from Office Services with effect from June 25, 2018.
17	Attendant	LMO TS 1	Seventeen (17) posts [#s 593, 1172-6, 1178-9, 1181-83 & 1185-90] of Attendant (LMO/TS 1) transferred from Office Services with effect from June 25, 2018.
1	Attendant	LMO TS 2	Post [# 1830] of Attendant (LMO/TS 2) transferred from Procurement, Property & Office Services with effect from June 25, 2018. Post to be abolished when vacant.
2	Attendant	LMO TS 1	Two (2) posts [#s 1184 & 1192] of Attendant (LMO/TS 1) transferred from Procurement, Property & Office Services with effect from June 25, 2018.
2	Supervisor Attendant	LMO TS 3	Two (2) posts [#s 1169 & 1180] of Supervisor Attendant (LMO/TS 3) transferred from Office Services with effect from June 25, 2018.
1	Machine Operator/Binder	LMO TS 3	Post [# 588] of Machine Operator/Binder (LMO/TS 3) transferred from Office Services with effect from June 25, 2018.
1	Watchman	LMO TS 2	Post [# 1206] of Watchman (LMO/TS 2) transferred from Security Fleet and Emergency Management with effect from June 25, 2018.

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**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Finance & the Public Service**

**Corporate Planning & Administration Division**

**Office Services & Fleet Management Branch**

**Business Centre**

No. of Offices	Office	Classification	Remark
1	Manager, Business Centre	GMG AM 3	Post [# 1147] of Manager (GMG/AM 3) retitled and transferred from Procurement, Property & office Services with effect from June 25, 2018.
5	Records Officer 1	PIDG RIM 2	Five (5) posts [#s 1153, 1162, 1428, 1738 & 56831] of Records Officer 1 (PIDG/RIM 2) transferred from Procurement, Property & office Services with effect from June 25, 2018.
2	Copy Room Attendant	PIDG RIM 1	Two (2) posts [#s 586 & 1157] transferred from Procurement, Property & office Services with effect from June 25, 2018.
1	Attendant	LMO TS 2	Post [# 1170] of Attendant (LMO/TS 2) transferred from Procurement, Property & office Services with effect from June 25, 2018.
1	Attendant	LMO TS 3	Post [# 1168] of Attendant (LMO/TS 3) transferred from Procurement, Property & office Services with effect from June 25, 2018.
2	Attendant	LMO TS 1	Two (2) posts [#s 589 & 1193] of Attendant (LMO/TS 1) transferred from Procurement, Property & office Services with effect from June 25, 2018.

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57 Total - Office Services & Fleet Management Branch

**Procurement Branch**

No. of Offices	Office	Classification	Remark
1	Director, Procurement	GMG SEG 3	Post [# 1144] of Director, Procurement, Property & Office Services (GMG/SEG 3) retitled and transferred from Procurement, Property & Office Services with effect from June 25, 2018.
1	Senior Procurement Officer	GMG SEG 2	Post [# 1458] of Senior Procurement Officer (GMG/SEG 2) transferred from Procurement, Property & Office Services with effect from June 25, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Finance & the Public Service**  
**Corporate Planning & Administration Division**  
**Procurement Branch**

No. of Offices	Office	Classification	Remark
1	Procurement Manager	GMG SEG 1	Post [# 61202] of Procurement Manger (GMG/SEG 1) transferred from Procurement, Property & Office Services with effect from June 25, 2018.
1	Administrator	GMG AM 3	Post [# 579] of Office Manager (GMG/AM 3) retitled and transferred from Procurement, Property & Office Services with effect from June 25, 2018.
1	Procurement Officer	GMG AM 3	Post [# 1150] of Procurement Officer (GMG/AM 3) transferred from Procurement, Property & Office Services with effect from June 25, 2018.
1	Senior Secretary	OPS SS 3	Post [# 574] of Senior Secretary (OPS/SS 3) transferred from Procurement, Property & Office Services with effect from June 25, 2018.
1	Secretary 2	OPS SS 2	Post [# 1160] of Secretary 2 (OPS/SS 2) transferred from Procurement, Property & Office Services with effect from June 25, 2018.

7

7 Total - Procurement Branch

**Property, Security & Emergency Management Branch**

No. of Offices	Office	Classification	Remark
1	Director, Property Security & Emergency Management	GMG SEG 3	New post [# 71632] of Director, Property Security & Emergency Management (GMG/SEG 3) with effect from June 25, 2018.
1	Secretary 2	OPS SS 2	Post [# 1158] of Secretary 2 (OPS/SS 2) transferred from Procurement, Property & Office Services with effect from June 25, 2018.

2

**Security & Emergency Section**

No. of Offices	Office	Classification	Remark
1	Security & Emergency Officer	GMG SEG 1	New post [# 71663] of Security & Emergency Officer (GMG/SEG 1) with effect from June 25, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Finance & the Public Service**

**Corporate Planning & Administration Division**

**Property, Security & Emergency Management Branch**

**Security & Emergency Section**

No. of Offices	Office	Classification	Remark
1	Security & Emergency Administrator	GMG AM 3	New post [# 71634] of Security & Emergency Administrator (GMG/AM 3) with effect from June 25, 2018.
2			

**Maintenance & Property Section**

No. of Offices	Office	Classification	Remark
1	Manager, Maintenance & Property	GMG SEG 1	Post [# 1151] of Manager, Maintenance & Property (GMG/SEG 1) transferred from Procurement, Property & Office Services with effect from June 25, 2018.
1	Senior Maintenance Officer	SOG ST 5	Post [# 54702] of Senior Maintenance Officer (SOG/ST 5) transferred from Procurement, Property & Office Services with effect from June 25, 2018.
2	Artisan	LMO TS 4	Two (2) posts [#s 1198-9] of Artisan (LMO/TS 4) transferred from Procurement, Property & Office Services with effect from June 25, 2018.
1	Head Gardener	LMO TS 2	Post [# 1203] of Head Gardener (LMO/TS 2) transferred from Procurement, Property & Office Services with effect from June 25, 2018.
1	Gardener	LMO TS 1	Post [# 1201] of Gardener (LMO/TS 1) transferred from Procurement, Property & Office Services with effect from June 25, 2018.
1	Janitor	LMO TS 1	Post [# 1200] of Janitor (LMO/TS 1) transferred from Procurement, Property & Office Services with effect from June 25, 2018.
7			

**11 Total - Property, Security & Emergency Management Branch**

**75 Total - Corporate Planning & Administration Division**

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Finance & the Public Service**  
**Public Expenditure Policy & Co-ordination Division**  
**Internal Audit Directorate**

No. of Offices	Office	Classification	Remark
1	Senior Director, Internal Audit Directorate	FMG AS 6	Post [# 1410] of Internal Audit Directorate Unit Head (FMG/AS 6) retitled with effect from May 4, 2018.
1	Audit Co-ordinator - Information Systems	FMG AS 5	Post [# 53645] of Audit Co-ordinator (FMG/AS 5) retitled with effect from May 4, 2018.
1	Audit Co-ordinator - Performance & Quality Assurance	FMG AS 5	Post [# 53656] of Functional Co-ordinator (FMG/AS 5) retitled with effect from May 4, 2018.
1	Audit Co-ordinator - Audit Committees	FMG AS 5	New post [# 71589] with effect from May 4, 2018.
1	Audit Specialist - Performance & Quality Assurance	FMG AS 4	Post [# 59123] of Audit Specialist (FMG/AS 4) retitled with effect from May 4, 2018.
1	Audit Specialist - Information Systems	FMG AS 4	Post [# 59124] of Information Systems Auditor (FMG/AS 4) retitled with effect from May 4, 2018.
6			
6	<b>Total - Internal Audit Directorate</b>		
6	<b>Total - Public Expenditure Policy &amp; Co-ordination Division</b>		

**Strategic Human Resource Management Division (SHRMD)**  
**Compensation Management & Implementation Branch**  
**Compensation Unit**

No. of Offices	Office	Classification	Remark
1	Chief Compensation Analyst	GMG SEG 4	Post [# 624] of Chief Standards Development & Review Officer (GMG/SEG 4) retitled and transferred from Corporate Management & Establishment Branch with effect from May 14, 2018.
1			
1	<b>Total - Compensation Management &amp; Implementation Branch</b>		

**Corporate Management & Establishment Branch**  
**Standards Development Unit**

No. of Offices	Office	Classification	Remark
1	Chief Standards Development Analyst	GMG SEG 4	New post [# 71581] with effect from May 14, 2018.
2	Senior Standards Development Analyst	GMG SEG 3	Two (2) new posts [s 71582-3] with effect from May 14, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

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**Ministry of Finance & the Public Service**

**Strategic Human Resource Management Division (SHRMD)**

**Corporate Management & Establishment Branch**

**Standards Development Unit**

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No. of Offices	Office	Classification	Remark
2	Standards Development Analyst	GMG SEG 2	Two (2) new posts (#s 71584-5) with effect from May 14, 2018.
5			
5	Total - Corporate Management & Establishment Branch		
6	Total - Strategic Human Resource Management Division (SHRMD)		
87	Total - Ministry of Finance & the Public Service		

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**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Culture, Gender, Entertainment & Sport**

**Strategic Planning & Performance Monitoring**

No. of Offices	Office	Classification	Remark
1	Performance Analyst	GMG SEG 2	New post [# 71406] with effect from February 5, 2018.

1

1 Total - Strategic Planning & Performance Monitoring

**Bureau of Gender Affairs**

**Executive Office**

No. of Offices	Office	Classification	Remark
1	Senior Director, Gender Affairs	GMG SEG 5	Post [# 6154] transferred from Gender Affairs with effect from April 3, 2018.
1	Systems Administrator	MIS IT 3	Post [# 58226] transferred from Gender Affairs with effect from April 3, 2018. Post to be abolished when vacant.
1	Executive Secretary 1	OPS SS 4	Post [# 6172] transferred from Gender Affairs with effect from April 3, 2018.

3

**Public Education & Information**

No. of Offices	Office	Classification	Remark
1	Manager, Public Education & Information	MCG IE 4	Post [# 6155] transferred from Gender Affairs with effect from April 3, 2018. Post to be abolished when vacant.

1

4 Total - Executive Office

**Policy & Research**

No. of Offices	Office	Classification	Remark
1	Director, Policy & Research	GMG SEG 3	Post [# 53581] transferred from Gender Affairs with effect from April 3, 2018.

1

**Policy**

No. of Offices	Office	Classification	Remark
2	Policy Analyst	GMG SEG 2	Two (2) posts [#s 53580 & 58227] transferred from Gender Affairs with effect from April 3, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Culture, Gender, Entertainment & Sport**

**Bureau of Gender Affairs**

**Policy & Research**

**Policy**

No. of Offices	Office	Classification	Remark
2			

**Research**

No. of Offices	Office	Classification	Remark
1	Research Co-ordinator	SOG ST 7	Post [# 6164] transferred from Gender Affairs with effect from April 3, 2018.
3	Research Officer	SOG ST 6	Three (3) posts [#s 6163, 6165 & 53582] transferred from Gender Affairs with effect from April 3, 2018.
1	Librarian	PIDG LB 3	Post [# 6166] transferred from Gender Affairs with effect from April 3, 2018.

5

**8 Total - Policy & Research**

**Community Liaison**

No. of Offices	Office	Classification	Remark
1	Director, Community Liaison	GMG SEG 2	Post [# 6158] transferred from Gender Affairs with effect from April 3, 2018.
1	Rural Sociologist	SOG ST 6	Post [# 6162] transferred from Gender Affairs with effect from April 3, 2018.
1	Project Officer	GMG AM 4	Post [# 58228] transferred from Gender Affairs with effect from April 3, 2018.
2	Social Worker	SWG PS 3	Two (2) posts [#s 6160-1] transferred from Gender Affairs with effect from April 3, 2018.

5

**5 Total - Community Liaison**

**Women's Centre**

No. of Offices	Office	Classification	Remark
1	Senior Social Worker	SWG PS 3	Post [# 6179] transferred from Office of the Prime Minister with effect from April 3, 2018.
4	Social Worker 2	SWG PS 2	Four (4) posts [#s 6180-3] transferred from Office of the Prime Minister with effect from April 3, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

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**Ministry of Culture, Gender, Entertainment & Sport**

**Bureau of Gender Affairs**

**Women's Centre**

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No. of Offices	Office	Classification	Remark
5			
5	Total - Women's Centre		
22	Total - Bureau of Gender Affairs		
23	Total - Ministry of Culture, Gender, Entertainment & Sport		

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# **LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE**

## **Ministry of Labour & Social Security**

### **Human Resource Management & Development Branch**

#### **Performance Management & Appraisal Section**

No. of Offices	Office	Classification	Remark
1	Director, Performance Management & Appraisal System	GMG SEG 2	New post [# 71592] with effect from May 28, 2018.
1			
1	<b>Total - Performance Management &amp; Appraisal Section</b>		
1	<b>Total - Human Resource Management &amp; Development Branch</b>		

#### **Planning, Research & Statistics Division**

No. of Offices	Office	Classification	Remark
1	Director, International Labour Agencies & Information	GMG SEG 3	New post [# 71524] with effect from April 3, 2018.
1			
1	<b>Total - Planning, Research &amp; Statistics Division</b>		

## **Labour**

### **Jamaica Productivity Centre**

#### **Research & Measurement Unit**

No. of Offices	Office	Classification	Remark
1	Senior Research Analyst	GMG SEG 3	Post [# 61032] of Senior Productivity Specialist (GMG/SEG 3) retitled with effect from April 3, 2018.
1			
1	<b>Total - Jamaica Productivity Centre</b>		
1	<b>Total - Labour</b>		

## **Social Security Division**

### **The Jamaica Council for Persons with Disabilities**

#### **Early Stimulation Programme**

No. of Offices	Office	Classification	Remark
1	Director, Early Stimulation Programme	GMG SEG 3	Post [# 6128] of Director, Early Stimulation Programme (GMG/SEG 1) upgraded with effect from September 3, 2018.
1	Physiotherapist 2	HPC PT 4	Post [# 6133] of Physiotherapist 4 (PMG/PT 4) retitled and reclassified with effect from September 3, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Labour & Social Security**

**Social Security Division**

**The Jamaica Council for Persons with Disabilities**

**Early Stimulation Programme**

No. of Offices	Office	Classification	Remark
1	Supervisor, Home Visiting Programme	SWG PS 3	Post [# 50025] of Supervisor, Home Visiting Programme (TSS/HS 5) reclassified with effect from September 3, 2018.
1	Senior Child Development Officer	SWG PS 2	Post [# 50026] of Senior Child Development Aide (TSS/HS 4) retitled and reclassified with effect from September 3, 2018.
1	Secretary 2	OPS SS 2	Post [# 5768] of Secretary 1 (OPS/SS 1) retitled and upgraded with effect from September 3, 2018.
9	Child Development Officer	SWG SSA 2	Nine (9) posts [#s 50027 & 50281-8] of Child Development Aide (TSS/HS 3) retitled and reclassified with effect from September 3, 2018.

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14 Total - The Jamaica Council for Persons with Disabilities

14 Total - Social Security Division

17 Total - Ministry of Labour & Social Security

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Education, Youth & Information**

**Planning & Development Division**

**Strategic Planning & Evaluation Branch**

<b>No. of Offices</b>	<b>Office</b>	<b>Classification</b>	<b>Remark</b>
1	Director, Strategic Planning & Performance Evaluation	GMG SEG 4	New post [# 71666] with effect from August 7, 2018.
1	Senior Strategic Planning & Performance Evaluation Officer	GMG SEG 3	New post [# 71667] with effect from August 7, 2018.
1	Senior Strategic Planning & Performance Evaluation Officer	GMG SEG 3	Post [# 7174] of Director 2 (GMG/SEG 2) retitled, upgraded and transferred from Corporate Planning Branch with effect from August 7, 2018.
1	Strategic Planning & Performance Evaluation Officer	GMG SEG 2	Post [# 7176] of Corporate Planner (GMG/SEG 1) retitled, upgraded and transferred from Corporate Planning Branch with effect from August 7, 2018.
1	Administrative Assistant	GMG AM 3	Post [# 7177] of Senior Secretary (OPS/SS 3) retitled, reclassified and transferred from Corporate Planning Branch with effect from August 7, 2018.
5			
5	<b>Total - Strategic Planning &amp; Evaluation Branch</b>		
5	<b>Total - Planning &amp; Development Division</b>		
5	<b>Total - Ministry of Education, Youth &amp; Information</b>		

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Science, Energy & Technology**

**Executive Office**

No. of Offices	Office	Classification	Remark
1	Administrative Assistant	GMG SEG 1	New post [# 71591] with effect from May 14, 2018.
1			
1	Total - Executive Office		

**Energy Division**

**Energy**

**Energy Economics**

No. of Offices	Office	Classification	Remark
1	Senior Director, Energy Economics & Planning	GMG SEG 5	Post [# 9004] of Director, Energy Economics (SOG/ST 8) retitled and reclassified with effect from April 3, 2018.
1	Senior Economist	SOG ST 8	Post [9006] of Senior Economist (SOG/ST 7) upgraded with effect from April 3, 2018.
2			
2	Total - Energy		
2	Total - Energy Division		

**Science Division**

No. of Offices	Office	Classification	Remark
1	Principal Director, Science	GMG SEG 6	New post [# 71679] with effect from September 17, 2018.
1	Science Programme Manager	GMG SEG 3	Post [# 68625] of Senior Policy Analyst, Science, Energy & Technology (GMG/SEG 3) retitled and transferred from Policy, Planning, Development & Evaluation Division- Energy, Science & Technology Branch with effect from September 17, 2018.
1	Executive Secretary	OPS SS 4	Post [# 68619] of Senior Secretary (OPS/SS 3) retitled, upgraded and transferred from Policy, Planning, Development & Evaluation Division with effect from September 17, 2018.
3			
3	Total - Science Division		
6	Total - Ministry of Science, Energy & Technology		

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Industry, Commerce, Agriculture & Fisheries**

**Finance & Accounts Division**

**Office of the Principal Finance Officer**

No. of Offices	Office	Classification	Remark
1	Principal Finance Officer	FMG PA 5	
1	Senior Financial Analyst	FMG PA 3	Post [# 61070] of Financial Analyst (FMG/PA 3) retitled with effect from July 23, 2018.
1	Financial Systems Manager	FMG PA 2	
1	Executive Secretary 1	OPS SS 4	
1	Financial Analyst	FMG PA 1	Post [# 7336] of Senior Commitment Control Officer (FMG/PA 1) retitled and transferred from Management Accounts Branch with effect from July 23, 2018.
1	Senior Secretary	OPS SS 3	
6			
6	<b>Total - Office of the Principal Finance Officer</b>		

**Management Accounts Branch**

No. of Offices	Office	Classification	Remark
1	Manager, Commitment Control	FMG PA 2	Post [# 62773] of Director, Expenditure & Control (FMG/PA 2) retitled with effect from July 23, 2018.
1	Senior Management Accountant, Investments, Deposits & Special Funds	FMG PA 3	Post [# 61110] of Director, Finance (FMG/PA 2) retitled and upgraded with effect from July 23, 2018.
1	Management Accountant 2	FMG PA 2	Post [# 7343] of Management Accountant (Capital) (FMG/PA 2) retitled with effect from July 23, 2018.
1	Management Accountant 2	FMG PA 2	Post [# 61066] of Management Accountant (Recurrent) (FMG/PA 2) retitled with effect from July 23, 2018.
1	Management Accountant 1	FMG AT 3	Post [# 8731] of Budget Officer (FMG/AT 2) retitled and upgraded with effect from July 23, 2018.
1	Commitment Control Officer	FMG AT 3	Post [# 62775] of Disbursements (Payments) Supervisor (FMG/AT 3) retitled with effect from July 23, 2018.
6			
6	<b>Total - Management Accounts Branch</b>		



**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Industry, Commerce, Agriculture & Fisheries**

**Finance & Accounts Division**

**Accounts Payable & Payroll**

**Payroll Unit**

No. of Offices	Office	Classification	Remark
1	Payroll Technician	FMG AT 1	Post [# 7356] of Assistant Payroll Officer (FMG/AT 1) retitled with effect from July 23, 2018.

1

**Payables Unit**

No. of Offices	Office	Classification	Remark
1	Checking Officer	FMG AT 2	New post [# 71664] with effect from July 23, 2018.

1

**2 Total - Accounts Payable & Payroll**

**Final Accounts & Reporting Branch**

No. of Offices	Office	Classification	Remark
1	Final Accountant	FMG AT 3	Post [# 62774] of Final Accounts Officer (FMG/AT 3) retitled with effect from July 23, 2018.

1

**1 Total - Final Accounts & Reporting Branch**

**15 Total - Finance & Accounts Division**

**Technical Services Directorate- Agriculture & Fisheries**

**Research & Development**

**Livestock Research & Improvement**

No. of Offices	Office	Classification	Remark
1	Collection & Disbursement Clerk	FMG AC 2	New post [# 71386] with effect from April 3, 2018.

1

**1 Total - Research & Development**

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Industry, Commerce, Agriculture & Fisheries**

**Technical Services Directorate- Agriculture & Fisheries**

**Veterinary Services Division**

**Bodles Station**

No. of Offices	Office	Classification	Remark
1	Collection & Disbursement Clerk	FMG AC 2	Post [# 7362] of Cashier (FMG/CS 2) retitled, reclassified and transferred from Research & Development - Accounts with effect from April 3, 2018.

1

**Finance & Accounts**

No. of Offices	Office	Classification	Remark
1	Collection & Disbursement Clerk	FMG AC 2	Post [# 61283] of Cashier (FMG/CS 2) retitled and reclassified with effect from April 3, 2018.
1	Collection & Disbursement Clerk	FMG AC 2	Post [# 61074] of Cashier (FMG/CS 1) retitled and reclassified with effect from April 3, 2018.

2

**3 Total - Veterinary Services Division**

**Plant Quarantine/Produce Inspection Branch**

**Export Complex Unit (Kingston)**

No. of Offices	Office	Classification	Remark
1	Collection & Disbursement Clerk	FMG AC 2	Post [# 64339] of Cashier (FMG/CS 1) retitled and reclassified with effect from April 3, 2018.

1

**Export Complex Unit (Montegobay)**

No. of Offices	Office	Classification	Remark
1	Collection & Disbursement Clerk	FMG AC 2	Post [# 62699] of Cashier (FMG/CS 1) retitled and reclassified with effect from April 3, 2018.

1

**2 Total - Plant Quarantine/Produce Inspection Branch**

**Land Management Division**

**Administration & Support Services**

No. of Offices	Office	Classification	Remark
1	Collection & Disbursement Clerk	FMG AC 2	New post [# 71387] with effect from April 3, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Industry, Commerce, Agriculture & Fisheries**

**Technical Services Directorate- Agriculture & Fisheries**

**Land Management Division**

**Administration & Support Services**

No. of Offices	Office	Classification	Remark
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1

1 Total - Land Management Division

**Food Storage & Infestation Prevention Division**

No. of Offices	Office	Classification	Remark
1	Chief Food Storage Officer	SOG ST 10	Post [# 8768] of Chief Food Storage Officer (SOG/ST 9) upgraded with effect from April 3, 2018.

1

1 Total - Food Storage & Infestation Prevention Division

8 Total - Technical Services Directorate- Agriculture & Fisheries

**Department of Registrar of Co-operatives & Friendly Societies**

**Executive Office**

No. of Offices	Office	Classification	Remark
1	Registrar, Department of Co-operatives & Friendly Societies	GMG SEG 6	Post [# 24462] of Director, Registrar of Co-ops & Friendly Societies (GMG/SEG 5) upgraded with effect from May 4, 2018 and retitled with effect from September 17, 2018.

1 Executive Secretary 1

OPS SS 4

2

2 Total - Executive Office

**Audit & Investigation Branch**

**Financial Section**

No. of Offices	Office	Classification	Remark
1	Senior Auditor	FMG AS 3	Post [# 8207] of Accountant (FMG/PA 1) retitled and reclassified with effect from May 4, 2018. Post transferred from Finance & Accounts with effect from October 1, 2018.
1	Auditor	FMG AS 2	Post [# 8223] of Accounting Technician 2 (FMG/AT 2) retitled and reclassified with effect from May 4, 2018. Post transferred from Finance & Accounts with effect from October 1, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Industry, Commerce, Agriculture & Fisheries**

**Department of Registrar of Co-operatives & Friendly Societies**

**Audit & Investigation Branch**

**Financial Section**

No. of Offices	Office	Classification	Remark
2			
2	<b>Total - Audit &amp; Investigation Branch</b>		

**Inspectorate Section**

No. of Offices	Office	Classification	Remark
1	Director, Inspectorate	GMG SEG 4	Post [# 24463] of Director, Inspectorate (GMG/SEG 3) upgraded with effect from May 4, 2018.
4	Senior Compliance Officer	FMG AS 3	Four (4) posts [#s 8206 & 8208-10] of Senior Inspector (FMG/AS 3) retitled, reclassified to (GMG/SEG 1) and transferred from Inspection & Monitoring with effect from May 4, 2018. Posts further reclassified with effect from October 1, 2018.
4	Compliance Officer	FMG AS 2	Four (4) posts [#s 53501-4] of Inspector (FMG/AS 2) retitled, reclassified to (GMG/AM 4) and transferred from Inspection & Monitoring with effect from May 4, 2018. Posts further reclassified with effect from October 1, 2018.
4	Compliance Officer	FMG AS 2	Four (4) posts [#s 8211-3 & 53505] of Assistant Inspector (FMG/AS 1) retitled, reclassified to (GMG/AM 4) and transferred from Inspection & Monitoring with effect from May 4, 2018. Posts further reclassified with effect from October 1, 2018.

13

**Central Region**

No. of Offices	Office	Classification	Remark
1	Manager, Central Region	GMG SEG 3	Post [# 8197] of Chief Inspector (FMG/AS 4) retitled, reclassified and transferred from Inspection & Monitoring with effect from May 4, 2018.
1	Senior Secretary	OPS SS 3	Post [# 8224] of Senior Secretary (OPS/SS 3) transferred from Agriculture Credit & Subsidies Branch with effect from October 1, 2018.
2			

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Industry, Commerce, Agriculture & Fisheries**

**Department of Registrar of Co-operatives & Friendly Societies**

**Inspectorate Section**

**Northern Region**

No. of Offices	Office	Classification	Remark
1	Manager, Northern Region	GMG SEG 3	Post [# 24488] of Manager, Northern Region (GMG/SEG 2) upgraded with effect from May 4, 2018.
1	Secretary 2	OPS SS 2	Post [# 8232] of Secretary 1 (OPS/SS 1) retitled and upgraded with effect from May 4, 2018.
2			

**Southern Region**

No. of Offices	Office	Classification	Remark
1	Manager, Southern Region	GMG SEG 3	Post [# 24490] of Manager, Southern Region (GMG/SEG 2) upgraded with effect from May 4, 2018.
1	Secretary 2	OPS SS 2	Post [# 8226] of Secretary 2 (OPS/SS 2) transferred from Agriculture Credit & Subsidies Branch with effect from October 1, 2018.
2			

**19 Total - Inspectorate Section**

**Policy, Research, Training & Development Branch**

No. of Offices	Office	Classification	Remark
1	Director, Policy, Research, Training & Development	GMG SEG 4	Post [# 24480] of Director, Research Training & Development (GMG/SEG 3) upgraded with effect from May 4, 2018, retitled with effect from September 17, 2018 and transferred with effect from October 1, 2018.
1	Training & Development Officer	GMG AM 4	Post [# 8222] of Accounting Clerk 2 (FMG/AC 2) reclassified with effect from May 4, 2018, retitled with effect from September 17, 2018 and transferred from Finance & Accounts with effect from October 1, 2018.
1	Senior Secretary	OPS SS 3	Post [# 24468] transferred from Research Development & Training with effect from October 1, 2018.
3			

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Industry, Commerce, Agriculture & Fisheries**

**Department of Registrar of Co-operatives & Friendly Societies**

**Policy, Research, Training & Development Branch**

**Research Section**

No. of Offices	Office	Classification	Remark
1	Research Manager	SOG ST 7	Post [# 50225] of Director, Research (SOG/ST 7) retitled and transferred from Inspection & Monitoring to Inspectorate Section with effect from May 4, 2018. Post further transferred with effect from October 1, 2018.
1	Research Officer	SOG ST 6	Post [# 50226] transferred from Inspection & Monitoring to Inspectorate Section with effect from May 4, 2018. Post further transferred with effect from October 1, 2018.

2

**Development Section**

No. of Offices	Office	Classification	Remark
1	Development Manager	GMG SEG 2	Post [# 24485] transferred from Research Development & Training - Development Section with effect from October 1, 2018.
2	Development & Registration Officer	GMG SEG 1	Two (2) posts [#s 24486-7] of Development & Registration Officer (GMG/AM 4) reclassified with effect from May 4, 2018 and transferred from Research Development & Training - Development Section with effect from October 1, 2018.

3

**Training Section**

No. of Offices	Office	Classification	Remark
1	Training Manager	GMG SEG 2	Post [# 24482] transferred from Research Development & Training - Training Section with effect from October 1, 2018.
1	Senior Training Officer	GMG SEG 1	Post [# 53528] transferred from Research Development & Training - Training Section with effect from October 1, 2018.
2	Training Officer	GMG AM 4	Two (2) posts [#s 24483-4] transferred from Research Development & Training - Training Section with effect from October 1, 2018.

4

**12 Total - Policy, Research, Training & Development Branch**

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Industry, Commerce, Agriculture & Fisheries**

**Department of Registrar of Co-operatives & Friendly Societies**

**Human Resource & Administration**

No. of Offices	Office	Classification	Remark
1	Human Resource and Administration Manager	GMG SEG 1	Post [# 24464] of Administrator (GMG/AM 4) retitled and reclassified with effect from May 4, 2018. .
1	Administrator	GMG AM 3	Post [# 8233] of Administrator (GMG/AM 3) retitled to Assistant Administrator and transferred from Office Services with effect from May 4, 2018. Post retitled to Administrator with effect from September 17, 2018.
1	Accounting Technician 1	FMG AT 1	Post [# 8221] transferred from Finance & Accounts with effect from October 1, 2018.
1	Accounting Clerk	FMG AC 2	
1	Records Officer 1	PIDG RIM 2	
1	Records Clerk (Registry)	PIDG RIM 1	Post [# 8236] transferred from Office Services with effect from May 4, 2018.
1	Records Clerk	PIDG RIM 1	
1	Telephone Operator	OPS TO 2	
1	Driver	LMO DR 1	
3	Watchman	LMO TS 2	
2	Attendant	LMO TS 2	
2	Attendant	LMO TS 1	Two (2) posts [#s 8246-7] transferred from Office Services with effect from May 4, 2018.
1	Groundsman	LMO TS 1	
17			
17	<b>Total - Human Resource &amp; Administration</b>		

**Information Communication Technology**

No. of Offices	Office	Classification	Remark
1	ICT Manager	MIS IT 6	Post [# 53529] of Senior Systems Administrator (MIS/IT 6) retitled with effect from May 4, 2018.
1	Help Desk Technician	MIS IT 3	Post [# 53530] of Help Desk Technician (MIS/IT 3) retitled to Data Entry Clerk/Help Desk Technician with effect from May 4, 2018. Post further retitled with effect from September 17, 2018.
1	Help Desk Support Officer	MIS IT 2	Post [# 64543] of Data Entry Clerk (MIS/IT 2) retitled with effect from September 17, 2018.
3			
3	<b>Total - Information Communication Technology</b>		

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

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**Ministry of Industry, Commerce, Agriculture & Fisheries**

**Department of Registrar of Co-operatives & Friendly Societies**

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**55 Total - Department of Registrar of Co-operatives & Friendly Societies**

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**78 Total - Ministry of Industry, Commerce, Agriculture & Fisheries**

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# **LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE**

## **Post & Telecommunications Department**

### **General Administration**

#### **Typing & Miscellaneous**

No. of Offices	Office	Classification	Remark
1	Senior Secretary 3	OPS SS 3	Post [# 9441] of Secretary 1 (OPS/SS 1) retitled and upgraded with effect from April 1, 2018.

1

1 Total - General Administration

### **Human Resource Management & Administration Division**

#### **Administration Branch**

No. of Offices	Office	Classification	Remark
1	Director, Administration	GMG SEG 2	Post [# 11018] of Postmaster D (PTO/PMA 1) retitled, reclassified and transferred from Postal Division 2 with effect from November 13, 2017.

1

1 Total - Administration Branch

### **Human Resource Management & Development Branch**

#### **Human Resource Management - Employee Benefits/Safety/Wellbeing**

No. of Offices	Office	Classification	Remark
1	Postal Accounts Administrator (Local)	GMG AM 1	Post [# 11894] of Records Clerk (PIDG/RIM 1) retitled and reclassified with effect from April 1, 2018.

1

1 Total - Human Resource Management & Development Branch

#### **Procurement Branch**

No. of Offices	Office	Classification	Remark
1	Assistant Procurement Manager	GMG AM 4	Post [# 62721] of Director, Administration (GMG/SEG 2) retitled, reclassified and transferred from Administration Branch with effect from November 13, 2017.

1

1 Total - Procurement Branch

3 Total - Human Resource Management & Administration Division

# **LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE**

## **Post & Telecommunications Department**

### **Postal Division 1**

No. of Offices	Office	Classification	Remark
1	Director, Regional Divisions	GMG SEG 4	Post [# 58725] of Regional Coordinator (GMG/SEG 2) retitled and upgraded with effect from April 1, 2018.
1	Eastern Regional Coordinator	GMG SEG 3	Post [# 9466] of Head Postmaster (Corporate Area) (GMG/SEG 2) retitled and upgraded with effect from April 1, 2018.
1	Senior Regional Manager	GMG SEG 2	Post [# 9467] of Senior Regional Inspector (Corporate Area) (GMG/SEG 1) retitled and upgraded with effect from April 1, 2018.
2	Regional Manager	PTO PMA 6	Two (2) posts [#s 9468-9] of Regional Inspector (Corporate Area) (PTO/PMA 5) retitled and upgraded with effect from April 1, 2018.
5			

### **Central Sorting Office - Letters**

No. of Offices	Office	Classification	Remark
2	Operations Manager, Letters (Shift)	GMG SEG 2	Two (2) posts [#s 9470-1] Sorting Office Controller (GMG/SEG 2) retitled and upgraded with effect from April 1, 2018.
1	Airport Operations Co-ordinator, Airport Facility	PTO PMA 4	Post [# 53471] of Airport Operations Co-ordinator, Airport Facility (PTO/PMA 3) upgraded with effect from April 1, 2018.
1	Postal Inspector	PTO PMA 4	Post [# 9473] of Chief Inspector (PTO/PMA 3) retitled and upgraded with effect from April 1, 2018.
4	Supervisor	PTO PMA 3	Four (4) posts [#s 9475-8] of Supervisor (PTO/PMA 2) upgraded with effect from April 1, 2018.
1	Postal Inspector	GMG AM 4	Post [# 9519] of Transport Officer (GMG/AM 1) retitled and upgraded with effect from April 1, 2018.
1	Transport Officer	GMG AM 4	Post [# 9485] of Transport Officer (GMG/AM 1) upgraded with effect from April 1, 2018.
20	Retail Customer Service Officer	PTO PMA 1	Twenty (20) posts [#s 9483, 9486-93, 9495-99, 9501, 9504, 9507, 9509, 9511-2] of Postal Clerk B (PTO/CR 4) retitled and reclassified with effect from April 1, 2018.
11.	Postal Clerk B	PTO PMA 1	Eleven (11) posts [#s 9520-1, 9524-5, 9532-34, 9540-1, 9543, 9546] of Postal Clerk C (PTO/CR 3) retitled and reclassified with effect from April 1, 2018.

# LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE

## Post & Telecommunications Department

### Postal Division 1

#### Central Sorting Office - Letters

No. of Offices	Office	Classification		Remark
		PTO	PMA	
10	Letters Processor	PTO	PMA 1	Ten (10) posts [s 9523, 9526, 9536, 9538, 9545, 9547-9, 9551-2] of Postal Clerk C (PTO/CR 3) retitled and reclassified with effect from April 1, 2018.
3	Shift Supervisor	PTO	PMA 3	Three (3) posts [s 9565 & 9569-70] of Shift Supervisor (PTO/PMA 2) upgraded with effect from April 1, 2018.
1	Inspector	PTO	PMA 3	Post [s 9404] of Inspector (PTO/PMA 2) upgraded with effect from April 1, 2018.
18	Inspector	PTO	PMA 2	Eighteen (18) posts [s 9563, 9566-8, 9572-85] of Inspector (PTO/PMA 1) upgraded with effect from April 1, 2018.
1	Delivery Supervisor	PTO	PMA 2	Post [s 9571] of Inspector (PTO/PMA 1) retitled and upgraded with effect from April 1, 2018.
2	Mail Officer	PTO	PMA 2	Two (2) posts [s 9587-8] of Mail Officer (PTO/PMA 1) upgraded with effect from April 1, 2018.
26	Supervisor of Postal Courier	PTO	CA 3	Twenty-six (26) posts [s 9591-616, 10314, 10318] of Postman A (PTO/CA 2) retitled and upgraded with effect from April 1, 2018.
42	Postal Courier	PTO	CA 2	Forty-two (42) posts [s 9619, 9622, 9627, 9630, 9633-35, 9639, 9642, 9644, 9647, 9650-53, 9655-7, 9661, 9663-4, 9666, 9669-70, 9674-77, 9680-82, 9684, 9686, 9689, 9693-4, 9696, 9698-700] of Postman B (PTO/CA 1) retitled and upgraded w.e.f. April 1, 2018.
51	Postal Courier	PTO	CA 2	Fifty-one (51) posts [s 9704-6, 9708-10, 9712-15, 9717-8, 9722-3, 9725, 9729-30, 9732-35, 9737-40, 9742-44, 9746-52, 9758-9, 9761, 9469, 9774, 9778, 9780-4, 9788 & 9792-4] of Postman B (PTO/CA 1) retitled and upgraded with effect from April 1, 2018.
32	Postal Courier	PTO	CA 2	Thirty-two (32) posts [s 9721, 9724, 9726, 9801-2, 9806, 9811, 9813-4, 9823, 9830-6, 9838-41, 9488, 9847-9, 9852-55, 9861, 9863 & 9868] of Postman B (PTO/CA 1) retitled and upgraded with effect from April 1, 2018.
1	Secretary 1	OPS	SS 2	Post [s 9872] of Secretary 1 (OPS/SS 1) upgraded with effect from April 1, 2018.

# **LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE**

## **Post & Telecommunications Department**

### **Postal Division 1**

#### **Central Sorting Office - Letters**

No. of Offices	Office	Classification	Remark
1	Senior Secretary 3	OPS SS 3	Post [# 9873] of Secretary (OPS/SS 1) retitled and upgraded with effect from April 1, 2018.
1	Philatelic Officer	PTO PMA 3	Post [# 9876] of Philatelic Officer (PTO/PMA 2) upgraded with effect from April 1, 2018.
1	Records Officer 2	PIDG RIM 3	Post [# 9877] of Records Officer 1 (PIDG/RIM 2) retitled & upgraded with effect from April 1, 2018.
1	Secretary 2	OPS SS 2	Post [# 9889] of Records Clerk (PIDG/RIM 1) retitled and reclassified with effect from April 1, 2018.
1	Postal Accounts Administrator	GMG AM 2	Post [# 9890] of Records Clerk (PIDG/RIM 1) retitled and reclassified with effect from April 1, 2018.
5	Records Officer 1	PIDG RIM 2	Five (5) posts [#s 9891-2, 9896-8] of Records Clerk (PIDG/RIM 1) retitled and upgraded with effect from April 1, 2018.

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#### **Central Sorting Office - Parcels**

No. of Offices	Office	Classification	Remark
1	Operations Manager	GMG SEG 2	Post [# 9907] of Supervisor (GMG/SEG 1) retitled & upgraded with effect from April 1, 2018.
1	Assistant Operations Manager	PTO PMA 5	Post [# 9908] of Assistant Superintendent (PTO/PMA 4) retitled and upgraded with effect from April 1, 2018.
2	Supervisor	PTO PMA 3	Two (2) posts [#s 9909 & 9911] of Supervisor (PTO/PMA 2) upgraded with effect from April 1, 2018.
1	Supervisor, Distribution and Assessment	PTO PMA 3	Post [# 9910] of Supervisor (PTO/PMA 2) retitled & upgraded with effect from April 1, 2018.
10	Parcels Processor	PTO PMA 1	Ten (10) posts [#s 9508, 9912, 9914, 9916-21 & 9923] Postal Clerk B (PTO/CR 4) retitled and reclassified with effect from April 1, 2018.
3	Express Service Processor	PTO PMA 1	Three (3) posts [#s 9913, 9915 & 9922] of Postal Clerk B (PTO/CR 4) retitled and reclassified with effect from April 1, 2018.
9	Parcels Processor	PTO PMA 1	Nine (9) posts [#s 9925, 9927-28, 9931, 9934-5, 9939, 9942 & 9944] of Postal Clerk C (PTO/CR 3) retitled and reclassified with effect from April 1, 2018.

# **LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE**

## **Post & Telecommunications Department**

### **Postal Division 1**

#### **Central Sorting Office - Parcels**

No. of Offices	Office	Classification	Remark
1	Retail Customer Service Officer	PTO PMA 1	Post [# 9503] of Postal Clerk B (PTO/CR 4) retitled & reclassified with effect from April 1, 2018.
2	Inspector	PTO PMA 2	Two (2) posts [#s 9955-6] of Inspector (PTO/PMA 1) upgraded with effect from April 1, 2018.
1	Supervisor of Postal Courier	PTO CA 2	Post [# 9967] of Postman A (PTO/CA 2) retitled with effect from April 1, 2018.
15	Supervisor of Postal Courier	PTO CA 3	Fifteen (15) posts [#s 9959-66 & 9968-74] of Postman A (PTO/CA 2) retitled and upgraded with effect April 1, 2018.
1	Coordinator, Distribution and Assessment	PTO PMA 2	Post [# 9564] of Inspector (PTO/PMA 1) retitled and upgraded with effect from April 1, 2018.
44	Postal Courier	PTO CA 2	Forty-four (44) posts [#s 9975-86, 9988-93, 9995, 9997-10001, 10003, 10005-7, 10009, 10012-3, 10016-7, 10018, 10020, 10024, 10028, 10030, 10034-6 & 10038-40] of Postman B (PTO/CA 1) retitled and upgraded with effect from April 1, 2018.
1	Secretary 1	OPS SS 1	Post [# 10064] of Records Clerk (PIDG/RIM 1) retitled & reclassified with effect from April 1, 2018.
1	Secretary 2	OPS SS 2	Post [# 10049] of Secretary 1 (OPS/SS 1) retitled and upgraded with effect from April 1, 2018.
5	Records Officer 1	PIDG RIM 2	Five (5) posts [#s 10063 & 10071-4] of Records Clerk (PIDG/RIM 1) retitled & upgraded with effect from April 1, 2018.

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#### **Corporate Area Post Offices**

No. of Offices	Office	Classification	Remark
8	Branch Manager 1	PTO PMA 5	Eight (8) posts [#s 10080-7] of Postmaster A (PTO/PMA 4) retitled & upgraded with effect from April 1, 2018.
7	Branch Manager 2	PTO PMA 4	Seven (7) posts [#s 10088-9, 10093-95, 10108 & 10121] of Postmaster B (PTO/PMA 3) retitled & upgraded with effect from April 1, 2018.
8	Assistant Branch Manager 1	PTO PMA 4	Eight (8) posts [#s 10100-7] of Deputy Postmaster A (PTO/PMA 3) retitled & upgraded with effect from April 1, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Post & Telecommunications Department**

**Postal Division 1**

**Corporate Area Post Offices**

No. of Offices	Office	Classification	Remark
10	Branch Manager 3	PTO PMA 3	Ten (10) posts [Ns 10090, 10092, 10096-8, 10114, 10116 & 10122-4] of Postmaster C (PTO/PMA 2) retitled & upgraded with effect from April 1, 2018.
1	Assistant Branch Manager 2	PTO PMA 3	Post [# 10115] of Postmaster C (PTO/PMA 2) retitled and upgraded with effect from April 1, 2018.
5	Assistant Branch Manager 2	PTO PMA 3	Five (5) posts [Ns 10109-12 & 10274] of Deputy Postmaster B (PTO/PMA 2) retitled & upgraded with effect from April 1, 2018.
1	Branch Manager 3	PTO PMA 3	Post [# 10167] of Deputy Postmaster B (PTO/PMA 2) retitled & upgraded with effect from April 1, 2018.
8	Branch Manager 4	PTO PMA 2	Eight (8) posts [Ns 10117, 10125-7, 10163-4 & 10168-9] of Postmaster D (PTO/PMA 1) retitled & upgraded with effect from April 1, 2018.
35	Senior Retail Customer Service Officer	PTO PMA 2	Thirty-five (35) posts [Ns 10119-20, 10129-58 & 10160-2] of Postal Clerk A (PTO/PMA 1) retitled & upgraded with effect from April 1, 2018.
92	Retail Customer Service Officer	PTO PMA 1	Ninety-two (92) posts [Ns 10159, 10172-5, 10177-80, 10182-84, 10186-92, 10194-213, 10216-39, 10241-54, 10256-66 & 10268-71] of Postal Clerk B (PTO/CR 4) retitled & reclassified with effect from April 1, 2018.
1	Supervisor, Street Delivery	PTO PMA 2	Post [# 10284] of Inspector (PTO/PMA 1) retitled & upgraded with effect from April 1, 2018.
11	Inspector	PTO PMA 2	Eleven (11) posts [Ns 10275-82 & 10285-86] of Inspector (PTO/PMA 1) upgraded with effect from April 1, 2018.
33	Supervisor of Postal Courier	PTO CA 3	Thirty-two (32) posts [Ns 10287-10316, 10318-9 & 10321] of Postman A (PTO/CA 2) retitled & upgraded with effect from April 1, 2018.
108	Postal Courier	PTO CA 2	One hundred and eight (108) posts [Ns 10322-6, 10328, 10331-2, 10335, 10337, 10339-56, 10358-75, 10377-95, 10397-403, 10405, 10407-18, 10421-25 & 10427-43] of Postman B (PTO/CA 1) retitled & upgraded with effect from April 1, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Post & Telecommunications Department**

**Postal Division 1**

**Corporate Area Post Offices**

No. of Offices	Office	Classification	Remark
90	Postal Courier	PTO CA 2	Ninety (90) posts [s 10446-76, 10479-80, 10482-91, 10493-512, 10518-20, 10523, 10525, 10527, 10530-3, 10535-40, 10542-6, 10548-9, 10554, 10556-8] of Postman B (PTO/CA 1) retitled & upgraded with effect from April 1, 2018.
50	Postal Courier	PTO CA 2	Fifty (50) posts [s 105601-62, 10564-71, 10573-5, 10579, 10584, 10586-7, 10589-94, 10596-7, 10600-5, 10607-8, 10610-18 & 10620-7] of Postman B (PTO/CA 1) retitled & upgraded with effect from April 1, 2018.

468

**Stamp Production and Management Unit**

No. of Offices	Office	Classification	Remark
1	Stamp Production and Philatelic Officer	GMG SEG 2	New post [# 71590] with effect from May 1, 2018.

1

**Central Sorting Office - Parcels (Distribution and Assessment)**

No. of Offices	Office	Classification	Remark
8	Parcels Processor	PTO PMA 1	Eight (8) posts [s 9522, 9930, 9936, 9940-41, 9950-1 & 9954] of Postal Clerk C (PTO/CR 3) retitled & reclassified with effect from April 1, 2018.

8

**Central Sorting Office - Parcels (Detain)**

No. of Offices	Office	Classification	Remark
2	Parcels Processor	PTO PMA 1	Two (2) posts [s 9484 & 9494] of Postal Clerk B (PTO/CR 4) retitled and reclassified with effect from April 1, 2018.

2

**Central Sorting Office - Parcels (Express)**

No. of Offices	Office	Classification	Remark
1	Supervisor, Parcels/Express	PTO PMA 3	Post [# 10166] of Deputy Postmaster B (PTO/PMA 2) retitled & upgraded with effect from April 1, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Post & Telecommunications Department**

**Postal Division 1**

**Central Sorting Office - Parcels (Express)**

No. of Offices	Office	Classification	Remark
4	Express Service Processor	PTO PMA 1	Four (4) posts [s 9500, 9502, 9505 & 11403] of Postal Clerk B (PTO/CR 4) retitled and reclassified with effect from April 1, 2018.

5

**825 Total - Postal Division 1**

**Postal Division 2**

No. of Offices	Office	Classification	Remark
1	Deputy Postmaster General	GMG SEG 5	Post [# 10683] of Deputy Postmaster General (GMG/SEG 3) retitled and upgraded with effect from April 1, 2018.
1	Western Regional Coordinator	GMG SEG 3	Post [# 10686] of Regional Manager (PTO/PMA 5) retitled and reclassified with effect from April 1, 2018.
9	Regional Manager	PTO PMA 6	Nine (9) posts [s 10684-5 & 10687-93] of Regional Inspector (PTO/PMA 5) retitled and upgraded with effect from April 1, 2018.
1	Executive Secretary 1	OPS SS 4	Post [# 10695] of Senior Secretary (OPS/SS 3) retitled and upgraded with effect from April 1, 2018.

12

**Regional Offices**

No. of Offices	Office	Classification	Remark
1	Senior Secretary 3	OPS SS 3	Post [# 10701] of Secretary 2 (OPS/SS 2) retitled and upgraded with effect from April 1, 2018.
1	Secretary 2	OPS SS 2	Post [# 10704] of Secretary 1 (OPS/SS 2) retitled and upgraded with effect from April 1, 2018.

2

**District Post Office - Montego Bay**

No. of Offices	Office	Classification	Remark
1	Branch Manager 1	PTO PMA 5	Post [# 10705] of Postmaster A (PTO/PMA 4) retitled and upgraded with effect from April 1, 2018.
3	Assistant Branch Manager 1	PTO PMA 4	Three (3) posts [s 10707-9] of Deputy Postmaster A (PTO/PMA 3) retitled and upgraded with effect from April 1, 2018.



**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Post & Telecommunications Department**

**Postal Division 2**

**District Post Office - Montego Bay**

No. of Offices	Office	Classification	Remark
1	Branch Manager 2	PTO PMA 4	Post [# 10706] of Postmaster C (PTO/PMA 2) retitled and upgraded with effect from April 1, 2018.
4	Senior Retail Customer Service Officer	PTO PMA 2	Four (4) posts [#s 10711-14] of Postal Clerk A (PTO/PMA 1) retitled and upgraded with effect from April 1, 2018.
29	Retail Customer Service Officer	PTO PMA 1	Twenty Nine (29) posts [#s 10710 & 10715-42] of Postal Clerk B (PTO/CR 4) retitled and reclassified with effect from April 1, 2018.
1	Inspector (Travelling)	PTO PMA 2	Post [# 10745] of Inspector (PTO/PMA 1) upgraded with effect from April 1, 2018.
1	Delivery Inspector	PTO PMA 2	Post [# 10743] of Inspector (PTO/PMA 1) retitled and upgraded with effect from April 1, 2018.
9	Supervisor of Postal Courier	PTO CA 3	Nine(9) posts [# 10746 & 10748-54 & 10747] of Postman A (PTO/CA 2) retitled and upgraded with effect from April 1, 2018.
15	Postal Courier	PTO CA 2	Fifteen (15) posts [#s 10755, 10760, 10765-6, 10768-72, 10774-8, 10781] of Postman B (PTO/CA 1) retitled and upgraded with effect from April 1, 2018.
1	Attendant	LMO TS 1	Post [# 10785] reclassified with effect from December 1, 2015.
1	Attendant	LMO TS 1	Post [# 10789] reclassified with effect from April 8, 2013.
1	Attendant	LMO TS 1	Post [# 10790] reclassified with effect from January 1, 2012.
1	Attendant	LMO TS 1	Post [# 10791] reclassified with effect from March 29, 2016.
1	Attendant	LMO TS 1	Post [# 10792] reclassified with effect from May 26, 2015.
1	Attendant	LMO TS 1	Post [# 10793] reclassified with effect from June 24, 2008.

**70**

**Other District Offices**

No. of Offices	Office	Classification	Remark
1	Branch Manager 1	PTO PMA 5	Post [# 10833] of Postmaster 4 (PTO/IN 4) retitled and reclassified with effect from April 1, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Post & Telecommunications Department**

**Postal Division 2**

**Other District Offices**

No. of Offices	Office	Classification	Remark
2	Branch Manager 1	PTO PMA 5	Two (2) posts [#s 10794-5] of Postmaster A (PTO/PMA 4) retitled and upgraded with effect from April 1, 2018.
5	Branch Manager 1	PTO PMA 5	Five (5) posts [#s 10798, 10800, 10803, 10817 & 10835] of Postmaster B (PTO/PMA 3) retitled and upgraded with effect from April 1, 2018.
15	Branch Manager 2	PTO PMA 4	Fifteen (15) posts [#s 10797, 10799, 10801-2, 10804-8, 10812-6 & 10836] of Postmaster B (PTO/PMA 3) retitled and upgraded with effect from April 1, 2018.
2	Branch Manager 2	PTO PMA 4	Two (2) posts [#s 10927-8] of Postmaster 3 (PTO/IN 3) retitled and reclassified with April 1, 2018.
3	Assistant Branch Manager 1	PTO PMA 4	Three (3) posts [#s 10837-9] of Deputy Postmaster A (PTO/PMA 3) retitled and upgraded with effect from April 1, 2018.
5	Assistant Branch Manager 1	PTO PMA 4	Five (5) posts [#s 10840, 10842, 10845 & 10932-3] of Deputy Postmaster B (PTO/PMA 2) retitled and upgraded with effect from April 1, 2018.
16	Assistant Branch Manager 2	PTO PMA 3	Sixteen (16) posts [#s 10841, 10843-4, 10846-52, 10930, 11531-33, 10853 & 10931] of Deputy Postmaster B (PTO/PMA 2) retitled and upgraded with effect from April 1, 2018.
81	Branch Manager 3	PTO PMA 3	Eighty-one (81) posts [#s 10809-11, 10818-32, 10854-94, 10934-54 & 10971] of Postmaster C (PTO/PMA 2) retitled and upgraded with effect from April 1, 2018.
1	Senior Letter Processor	PTO PMA 3	Post [# 11090] of Postmaster C (PTO/PMA 2) retitled and upgraded with effect from April 1, 2018.
1	Assistant Branch Manager 4	PTO PMA 3	Post [# 11530] of Postal Clerk A (PTO/PMA 1) retitled and upgraded with effect of April 1, 2018.
1	Assistant Branch Manager 3	PTO PMA 2	Post [#11023] of Postmaster D (PTO/PMA 1) retitled and upgraded with effect of April 1, 2018

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Post & Telecommunications Department**

**Postal Division 2**

**Other District Offices**

No. of Offices	Office	Classification	Remark
87	Branch Manager 4	PTO PMA 2	Eighty-eight (88) posts [8s 10170,10834,10895,10897-910,10912,10915-21,10929,10955-70,10973-5,10977-9,10981-1007,11009-15 & 11017-22] of Postmaster D (PTO/PMA 1) retitled and upgraded with effect from April 1, 2018.
68	Branch Manager 4	PTO PMA 2	Sixty-eight (68) posts [8s 11024-30,11032-3,11036-9,11041-58,11060-6,11069-70,11091-2,11094-1117 & 58993-4] of Postmaster D (PTO/PMA 1) retitled and upgraded with effect from April 1, 2018.
1	Inspector	PTO PMA 2	Post [8 11093] of Postmaster D (PTO/PMA 1) retitled and upgraded with effect from April 1, 2018.
16	Senior Retail Customer Service Officer	PTO PMA 2	Sixteen (16) posts [8s 10896, 10911, 10913-4, 10972, 10976, 10980, 11008, 11016, 11031, 11034-5, 11040, 11059 & 11067-8] of Postmaster D (PTO/PMA 1) retitled and upgraded with effect from April 1, 2018.
20	Senior Retail Customer Service Officer	PTO PMA 2	Twenty (20) posts [8s 9517-8, 11071-85 & 11527-9] of Postal Clerk A (PTO/PMA 1) retitled and upgraded with effect of April 1, 2018.
3	Retail Customer Service Officer	PTO PMA 2	Three (3) posts [8s 9514-6] Postal Clerk A (PTO/PMA 1) retitled and upgraded with effect from April 1, 2018.
58	Retail Customer Service Officer	PTO PMA 1	Fifty-eight (58) posts [8s 10924,10926,11087,11118-19,11121, 11125,11128-29,11132,1134-38,11143,11149-50,11152-55,11158-63,11166,11168-71,11174-75, 11177-99] of Postal Clerk B (PTO/CR 4) retitled and reclassified with effect from April 1, 2018.
99	Retail Customer Service Officer	PTO PMA 1	Ninety-nine (99) posts [8s 11201-10, 11213-5, 11217-35, 11237-8, 11240-5,11247-50, 11252-68, 11270-5, 11277, 11279-80, 11282-9, 11291-4, 11296-8, 11300-4, 11306-11 & 11313-5] of Postal Clerk B (PTO/CR 4) retitled & reclassified w.e.f. from April 1, 2018

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Post & Telecommunications Department**

**Postal Division 2**

**Other District Offices**

No. of Offices	Office	Classification	Remark
115	Retail Customer Service Officer	PTO PMA 1	One hundred and fifteen (115) posts [s 11318-28, 11330-34, 11336-50, 11352-9, 11361-9, 11371, 11373-91, 11393, 11395-9, 11402, 11404-6, 11409-40 & 11442-6] of Postal Clerk B (PTO/CR 4) retitled and reclassified with effect from April 1, 2018.
63	Retail Customer Service Officer	PTO PMA 1	Sixty-three (63) posts [s 11451-4, 11456-9, 11461, 14164-72, 11475-76, 11478-95, 11497-501, 11503-4, 11506-13, 11514, 11516-19, 11522-6] of Postal Clerk B (PTO/CR 4) retitled and reclassified with effect from April 1, 2018.
1	Delivery Inspector	PTO PMA 2	Post [# 11536] of Inspector (PTO/PMA 1) retitled and upgraded with effect from April 1, 2018.
4	Inspector	PTO PMA 2	Four (4) posts [s 11534-5 & 11537-8] of Inspector (PTO/PMA 1) upgraded with effect of April 1, 2018.
12	Supervisor of Postal Courier	PTO CA 3	Twelve (12) posts [s 11539-50] (PTO/CA 2) retitled and upgraded with effect of April 1, 2018.
82	Postal Courier	PTO CA 2	Eighty-two (82) posts [s 11551-3, 11555-6, 11561-9, 11571-4, 11577-9, 11581-6, 11588-4, 11596-8, 11600-25, 11627-37, 11639-40, 11642, 11644-6, 11648 & 11651] Postman B (PTO/CA 1) retitled and upgraded with effect of April 1, 2018.
1	Secretary 2	OPS SS 2	Post [# 11652] Secretary 1 (OPS/SS 1) retitled and upgraded with effect April 1, 2018.

763

**West Henderson Post Office - Greater Portmore**

No. of Offices	Office	Classification	Remark
1	Branch Manager 4	PTO PMA 4	Post [# 11868] of Postmaster C (PTO/PMA 4) retitled and upgraded with effect of April 1, 2018.
3	Retail Customer Service Officer	PTO PMA 1	Three (3) posts [s 11869 & 11871-2] of Postal Clerk B (PTO/CA 1) retitled and reclassified with effect of April 1, 2018.
1	Supervisor of Postal Courier	PTO CA 3	Post [# 11873] of Postman A (PTO/CA 2) retitled and upgraded with effect of April 1, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Post & Telecommunications Department**

**Postal Division 2**

**West Henderson Post Office - Greater Portmore**

No. of Offices	Office	Classification	Remark
8	Postal Courier	PTO CA 2	Eight (8) posts [#s 11874-81] of Postman B (PTO/CA 1) retitled and upgraded with effect of April 1, 2018.

13

**860 Total - Postal Division 2**

**Overseas Mail**

No. of Offices	Office	Classification	Remark
1	Manager, International Mail Transport	GMG SEG 2	Post [# 11884] of Inspector, Postal Services (GMG/SEG 1) retitled and upgraded with effect April 1, 2018.
1	Coordinator, International Mail Transport	GMG SEG 1	Post [# 11885] of Assistant Inspector, Postal Services (PTO/PMA 3) retitled and reclassified with effect April 1, 2018.
2	Inspector	PTO PMA 3	Two (2) posts [#s 11886-7] of Inspector (PTO/PMA 2) upgraded with effect April 1, 2018.
1	Postal Accounts Administrator (Parcels)	GMG AM 2	Post [#11889] of Accounting Clerk 2 (FMG/AC 2) retitled and reclassified with effect April 1, 2018.
1	Postal Accounts Administrator (EMS)	GMG AM 2	Post [#11888] of Accounting Clerk 2 (FMG/AC 2) retitled and reclassified with effect April 1, 2018.
1	Postal Accounts Administrator (Terminal Dues)	GMG AM 2	Post [#11891] of Records Clerk (PIDG/RIM 1) retitled and reclassified with effect April 1, 2018.
1	Postal Accounts Administrator (Transit)	GMG AM 2	Post [#11890] of Records Clerk (PIDG/RIM 1) retitled and reclassified with effect April 1, 2018.

8

**8 Total - Overseas Mail**

**Mail Planning Branch**

No. of Offices	Office	Classification	Remark
1	Coordinator, Local Mail Transport	GMG SEG 1	Post [#11892] of Inspector, Postal Services retitled with effect April 1, 2018.
1	Administrator	GMG AM 2	Post [#11893] of Records Officer 1 (PIDG/RIM 2) retitled and reclassified with effect of April 1, 2018.
1	Postal Accounts Administrator (Local)	GMG AM 1	Post [#11895] of Records Clerk (PIDG/RIM 1) retitled and reclassified with effect of April 1, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

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**Post & Telecommunications Department**

**Mail Planning Branch**

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No. of Offices	Office	Classification	Remark
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3

3 Total - Mail Planning Branch

**Internal Mail Transport**

**Mail Courier**

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No. of Offices	Office	Classification	Remark
2	Letter Courier	PTO MC 1	Two (2) posts [#s 11962 & 11967] of Mail Courier (PTO/MC 1) retitled with effect from April 1, 2018.

2

2 Total - Internal Mail Transport

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1702 Total - Post & Telecommunications Department

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**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of National Security**

**Corporate Services Directorate**

No. of Offices	Office	Classification	Remark
1	Senior Administrator	GMG SEG 1	Post [# 59220] of Administrator (GMG/AM 4) retitled and reclassified with effect from May 14, 2018.
1			
1	Total - Corporate Services Directorate		

**Maintenance & Operations, Jamaica Defence Force**

**Personnel Administration**

No. of Offices	Office	Classification	Remark
1	Performance Management & Organizational Development Officer	GMG SEG 1	New post [# 71363] with effect from February 19, 2018.
1			
1	Total - Personnel Administration		

**Military Stores Depot**

No. of Offices	Office	Classification	Remark
1	Storeman	LMO TS 1	New post [# 71662] with effect from March 1, 2016.
1			
1	Total - Military Stores Depot		
2	Total - Maintenance & Operations, Jamaica Defence Force		
3	Total - Ministry of National Security		

# LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE

## Police Department

### Civilian Staff

No. of Offices	Office	Classification	Remark
3	CCTV Supervisor	SOG ST 3	Three (3) new posts [s 71388-90] with effect from April 3, 2018.
9	CCTV Operator	SOG ST 2	Nine (9) new posts [s 71391-99] with effect from April 3, 2018.
12			

### Traffic Ticketing System Unit

No. of Offices	Office	Classification	Remark
1	Director, Traffic Ticketing System Unit	GMG SEG 2	Post [s 21178] of Director, Traffic Management (GMG/SEG 1) retitled and upgraded with effect from April 3, 2018.
4	Data Supervisor	MIS IT 3	Four (4) new posts [s 71549-52] with effect from April 3, 2018.
1	Data Supervisor	MIS IT 3	Post [s 21181] of Data Supervisor (MIS IT 2) upgraded with effect from April 3, 2018.
22	Data Clerk	MIS IT 2	Twenty two (22) new posts [s 71526-47] with effect from April 3, 2018.
1	Data Quality Control Clerk	MIS IT 2	New post [s 71548] with effect from April 3, 2018.
7	Data Clerk	MIS IT 2	Seven (7) posts [s 21182-88] upgraded with effect from April 3, 2018.
3	Data Clerk	MIS IT 2	Three (3) posts [s 21189-91] of Data Clerk 1 (MIS IT 1) retitled and upgraded with effect from April 3, 2018.
4	Data Quality Control Clerk	MIS IT 2	Four (4) posts [s 64457-60] of Data Clerk (Quality Control) (MIS IT 1) retitled and upgraded with effect from April 3, 2018.
1	Secretary 2	OPS SS 2	New post [s 71525] with effect from April 3, 2018.
44			

## Legal Affairs Division

No. of Offices	Office	Classification	Remark
1	Senior Investigative Legal Officer	JLG LO 4	New post [s 71364] with effect from February 19, 2018.
19	Investigative Legal Officer	JLG LO 3	Nineteen (19) new posts [s 71365-83] with effect from February 19, 2018.
20			

20 Total - Legal Affairs Division



**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Police Department**

**Human Resource Division**

No. of Offices	Office	Classification	Remark
1	Administrative Assistant	GMG AM 4	Post [# 60856] of Administrative Secretary (OPS/ADS 1) retitled and reclassified with effect from May 1, 2018.
1	Senior Secretary	OPS SS 3	Post [# 61174] of Secretary (OPS/SS 2) retitled and upgraded with effect from May 1, 2018.
1	Customer Service Officer	GMG AM 3	Post [# 20747] of Records Officer 1 (PIDG/RIM 2) retitled and reclassified with effect from May 28, 2018.
3			
3	<b>Total - Human Resource Division</b>		

**Medical Services Branch**

No. of Offices	Office	Classification	Remark
2	Psychiatrist	HPC MO 3	Two (2) new posts [#s 71684-5] of Psychiatrist (HPC/MO 3) with effect from October 29, 2018.
1	Medical Officer	HPC MO 2	New post [# 71578] with effect from April 16, 2018.
1	Psychologist	SOG ST 7	New post [# 71686] of Psychologist (SOG/ST 7) with effect from October 29, 2018.
1	Physiotherapist	HPC PT 2	New post [# 71579] with effect from April 16, 2018.
6	Patient Care Assistant	HSC HS 6	Six (6) new posts [#s 71687-93] of Patient Care Assistant (HSC/HS 6) with effect from October 29, 2018.
11			

**Police Convalescent Home**

No. of Offices	Office	Classification	Remark
4	Patient Care Assistant	HSC HS 6	Four (4) posts [#s 59093-6] of Practical Nurse (HSC/HS 6) retitled with effect from October 29, 2018.
4			
4	<b>Total - Police Convalescent Home</b>		
15	<b>Total - Medical Services Branch</b>		

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Police Department**

**Corporate & Special Services**

**Administration & Procurement**

No. of Offices	Office	Classification	Remark
1	Property and Office Manager	GMG AM 4	New post [# 71577] of Office Manager (GMG/AM 3) with effect from April 16, 2018. Post retitled and upgraded with effect from May 1, 2018.

1

**Asset & Office Management**

No. of Offices	Office	Classification	Remark
1	Asset Management & Inventory Control Officer	GMG AM 3	Post [# 61056] of Inventory Officer (PIDG/RIM 2) retitled and reclassified with effect from February 9, 2018.

1

**2 Total - Administration & Procurement**

**Property Services**

No. of Offices	Office	Classification	Remark
2	Sewerman	LMO TS 4	Two (2) new posts [#s 71673-4] with effect from September 17, 2018.

2

**2 Total - Property Services**

**4 Total - Corporate & Special Services**

**98 Total - Police Department**

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Department of Correctional Services**

**Human Resource Management & Administration Division**

No. of Offices	Office	Classification	Remark
1	Secretary 2	OPS SS 2	Post [# 21504] of Secretary 2 (OPS/SS 2) transferred from Juvenile Services Branch with effect from April 1, 2019.
1			

**Administration Branch**

No. of Offices	Office	Classification	Remark
1	Manager, Office Services	GMG SEG 1	Post [# 21461] of Office Manager (GMG/AM 2) retitled and reclassified with effect from April 1, 2019.
1	Secretary 2	OPS SS 2	New post [# 71663] with effect from April 1, 2019.
2			

**Stores Section**

No. of Offices	Office	Classification	Remark
1	Superintendent Of Stores	GMG AM 3	Post [# 23200] of Superintendent Of Stores (GMG/AM 2) upgraded with effect from April 1, 2019.
1	Store Clerk	PIDG RIM 3	Post [# 63284] of Store Clerk (PIDG/RIM 2) upgraded and transferred from Custodial Services Division with effect from April 1, 2019.
2			

**Office Services Section**

No. of Offices	Office	Classification	Remark
1	Telephone Operator	OPS TO 2	Post [# 21527] of Telephone Operator (OPS/TO 1) upgraded with effect from April 1, 2019.
1	Telephone Operator	OPS TO 2	Post [# 21526] of Radio Operator (OPS/TO 2) retitled and transferred from Custodial Services Division - Metcalfe Street Juvenile Remand Centre with effect from April 1, 2019.
1	Chief Attendant	LMO TS 3	New post [# 71617] with effect from April 1, 2019.

3

7 Total - Administration Branch

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Department of Correctional Services**

**Human Resource Management & Administration Division**

**Information Documentation & Access Services Branch**

No. of Offices	Office	Classification	Remark
1	Director, Documentation Information & Access Services	GMG SEG 2	New post [# 71613] with effect from April 1, 2019.

1

**Registry Section**

No. of Offices	Office	Classification	Remark
1	Registrar	PIDG RIM 4	New post [# 71614] with effect from April 1, 2019.
1	Records Officer 2	PIDG RIM 3	Post [# 21510] of Records Officer 2 (PIDG/RIM 3) transferred from Administration Branch with effect from April 1, 2019.
1	Records Officer 2	PIDG RIM 3	Post [# 21515] of Records Officer 1 retitled, upgraded and transferred from Administration Branch with effect from April 1, 2019.
1	Records Officer 1	PIDG RIM 2	Post [# 23214] of Records Officer (PIDG/RIM 2) retitled and transferred from Custodial Services Division with effect from April 1, 2019.
4	Records Officer 1	PIDG RIM 2	Four (4) posts [#s 21522-5] of Records Clerk (PIDG/RIM 1) retitled, upgraded and transferred from Administration Branch with effect from April 1, 2019.
1	Records Clerk 1	PIDG RIM 1	Post [# 58247] of Records Clerk 1 (PIDG/RIM 1) transferred from Custodial Services Division with effect from April 1, 2019.
1	Records Clerk	PIDG RIM 1	New post [# 71615] with effect from April 1, 2018.

10

**11 Total - Information Documentation & Access Services Branch**

**Procurement Branch**

No. of Offices	Office	Classification	Remark
1	Procurement Officer	GMG SEG 1	

1

**1 Total - Procurement Branch**

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Department of Correctional Services**

**Human Resource Management & Administration Division**

**Management Information Systems Branch**

No. of Offices	Office	Classification			Remark
1	Director, Management Information Systems	MIS	IT	7	New post [# 71608] with effect from April 1, 2019.
1	Network Administrator	MIS	IT	5	New post [# 71609] with effect from April 1, 2019.
1	System/Hardware Engineer	MIS	IT	5	New post [# 71610] with effect from April 1, 2019.
1	Database Administrator	MIS	IT	4	Post [# 58130] of Database Manager (MIS/IT 3) retitled, upgraded and transferred from Corporate Planning & Research Division with effect from April 1, 2019.
1	Systems Administrator	MIS	IT	4	Post [# 53826] of Systems Administrator (MIS/IT 4) transferred from Executive Office with effect from April 1, 2019.
2	Client Support Technician	MIS	IT	3	Two (2) new posts [#s 71611-2] with effect from April 1, 2019.
7					
7	<b>Total - Management Information Systems Branch</b>				

**Carl Rattray Staff College**

No. of Offices	Office	Classification			Remark
1	Director, Staff College	GMG	SEG	3	Post [# 21458] of Principal, Staff College (GMG/SEG 1) retitled and upgraded with effect from April 1, 2019.
1	Correctional Officer 3 (Staff Officer)	PTSG	CO	3	New post [# 71618] with effect from April 1, 2019.
2	Correctional Officer 2 (Corporal)	PTSG	CO	2	A17. Two (2) posts [#s 21473-4] of Correctional Officer 1 (Warder) (PTSG/CO 1) retitled and upgraded with effect from April 1, 2019.
5	Correctional Officer 2 (Corporal)	PTSG	CO	2	Five (5) new posts [#s 71619-23] with effect from April 1, 2018.
1	Secretary 1	OPS	SS	3	Post [# 23540] of Secretary (OPS/SS 1) upgraded with effect from April 1, 2019.
1	Housekeeper	LMO	TS	5	Post [# 23396] of Housekeeper (TSS/HS 5) reclassified with effect from April 1, 2019.
2	Cook	LMO	TS	3	Two (2) new posts [#s 71624-5] with effect from April 1, 2019.
2	Assistant Cook	LMO	TS	2	Two (2) new posts [#s 71626-7] with effect from April 1, 2019.
2	Groundsman	LMO	TS	2	Two (2) new posts [#s 71630-1] with effect from April 1, 2019.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Department of Correctional Services**

**Human Resource Management & Administration Division**

**Carl Rattray Staff College**

No. of Offices	Office	Classification	Remark
1	Driver	LMO DR 1	New post [# 71629] with effect from April 1, 2019.
18			
18	<b>Total - Carl Rattray Staff College</b>		

**Human Resource Management & Development Branch**

No. of Offices	Office	Classification	Remark
1	Senior Director, Human Resource Management & Development	GMG SEG 4	New post [# 71604] with effect from April 1, 2019.
1	Senior Secretary	OPS SS 3	Post [# 53828] of Senior Secretary (OPS/SS 3) transferred from Human Resource Management Branch with effect from April 1, 2019.
2			

**Human Resource Management Section**

No. of Offices	Office	Classification	Remark
1	Director, Human Resource Management	GMG SEG 3	Post [# 21455] of Director, Personnel (GMG/SEG 2) retitled and upgraded with effect from April 1, 2019.
1	Senior Human Resource Officer Benefits/Welfare	GMG SEG 1	Post [# 63283] of Human Resource Officer (GMG/AM 4) retitled, reclassified and transferred from Custodial Services Division - Metcalfe Street Juvenile Remand Centre with effect from April 1, 2019.
1	Human Resource Officer (Benefits)	GMG AM 4	Post [# 59008] of Assistant Personnel Officer (GMG/AM 2) retitled and upgraded with effect from April 1, 2019.
1	Human Resource Officer (Staffing)	GMG AM 4	Post [# 21516] of Records Officer 1 (PIDG/RIM 2) retitled, reclassified and transferred from Administration Branch with effect from April 1, 2019.
1	Senior Human Resource Officer (Staffing)	GMG SEG 1	Post [# 21462] of Personnel Officer (GMG/AM 3) retitled, reclassified and transferred from Administration Branch with effect from April 1, 2019.
2	Records Officer 2	PIDG RIM 3	Two (2) posts [#s 21509 & 21512] of Records Officer 2 (PIDG/RIM 3) transferred from Administration Branch with effect from April 1, 2019.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Department of Correctional Services**

**Human Resource Management & Administration Division**

**Human Resource Management & Development Branch**

**Human Resource Management Section**

No. of Offices	Office	Classification	Remark
3	Records Officer 1	PIDG RIM 2	Three (3) posts [#s 21511, 21513 & 21517] of Records Officer 1 (PIDG/RIM 2) transferred from Administration Branch with effect from April 1, 2019.
1	Records Officer 2	PIDG RIM 2	Post [# 58246] of Records Officer 2 (PIDG/RIM 3) transferred from Horizon Adult Remand Centre with effect from April 1, 2019.
1	Secretary 2	OPS SS 2	Post [# 21505] of Secretary (OPS/SS 2) transferred from Human Resource Management Branch with effect from April 1, 2019.
3	Records Clerk	PIDG RIM 1	Three (3) posts [#s 21518 & 23548-9] of Records Clerk (PIDG/RIM 1) transferred from Administration Branch with effect from April 1, 2019.

15

**Organizational Development Section**

No. of Offices	Office	Classification	Remark
1	Director, Organisational Development/Performance Management	GMG SEG 3	Post [# 61125] of Director, Performance Mgmt. & Appraisal System (GMG/SEG 1) retitled, upgraded and transferred from Human Resource Management Branch with effect from April 1, 2019.
1	Administrator, Performance Management & Appraisal System	GMG AM 4	New post [# 71605] with effect from April 1, 2019.

2

**Human Resource Development Section**

No. of Offices	Office	Classification	Remark
1	Training Officer	GMG AM 4	Post [# 23235] of Training Officer (GMG/AM 3) upgraded with effect from April 1, 2019.
1	Senior Secretary	OPS SS 3	Post [# 58123] of Secretary 1 (OPS/SS 1) retitled, upgraded and transferred from Rehabilitation and Probation Aftercare Division with effect from April 1, 2019.

2

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Department of Correctional Services**

**Human Resource Management & Administration Division**

**Human Resource Management & Development Branch**

**Employee Relations Section**

No. of Offices	Office	Classification	Remark
1	Director, Employee Relations, Occupational Health & Safety	GMG SEG 3	Post [# 53834] of Industrial Relations Officer (GMG/SEG 2) retitled and upgraded with effect from April 1, 2019.
1	Occupational Health & Safety Officer	GMG AM 4	New post [# 71606] with effect from April 1, 2019.
1	Industrial Relations Officer	GMG AM 4	New post [# 71607] with effect from April 1, 2019.
1	Secretary 2	OPS SS 2	Post [# 21507] of Secretary 1 (OPS/SS 1) retitled, upgraded and transferred from Human Resource Management Branch with effect from April 1, 2019.
4			

**25 Total - Human Resource Management & Development Branch**

**70 Total - Human Resource Management & Administration Division**

**Finance & Accounts Division**

**Payroll Branch**

No. of Offices	Office	Classification	Remark
4	Payroll Officer	FMG AT 2	Four (4) posts [#s 21484-6 & 21568] of Payroll Technician (FMG/AT 1) retitled and upgraded with effect from May 4, 2018.
4			

**4 Total - Payroll Branch**

**4 Total - Finance & Accounts Division**

**74 Total - Department of Correctional Services**



**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Court of Appeal**

**Appeals**

No. of Offices	Office	Classification	Remark
2	Chief Court Assistant	PLG LS 5	Two (2) posts [#s 62880-1] of Court Assistant (PLG/LS 3) retitled and upgraded with effect from October 16, 2018.
2	Senior Court Assistant	PLG LS 4	Two (2) posts [#s 62882-3] of Court Assistant (PLG/LS 3) retitled and upgraded with effect from October 16, 2018.
4			
4	Total - Appeals		

**Judicial Support Services**

No. of Offices	Office	Classification	Remark
3	Senior Judicial Clerk	JLG LO 4	Three (3) new posts [#s 71681-3] with effect from October 16, 2018.
3			
3	Total - Judicial Support Services		
7	Total - Court of Appeal		

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Court Management Services**

**Building & Property Management**

No. of Offices	Office	Classification	Remark
1	Maintenance Officer	LMO TS 4	New post [# 71665] with effect from August 7, 2018.
1			
1	Total - Building & Property Management		
1	Total - Court Management Services		

# **LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE**

## **Parish Courts**

No. of Offices	Office	Classification	Remark
10	Clerk Of Court	JLG LO 2	Ten (10) new posts [s 71407-16] with effect from April 2, 2018.
12	Deputy Clerk	JLG LO 1	Twelve (12) new posts [s 71417-28] with effect from April 2, 2018.
25	Digital Recording Clerk	MIS IT 2	Twenty-five (25) new posts [s 71636-71660] with effect from April 2, 2018.
10	Assistant Clerk	PLG LS 4	Ten (10) new posts [s 71429-38] with effect from April 2, 2018.
12	Judges Orderly	LMO TS 2	Twelve (12) new posts [s 71439-50] with effect from April 2, 2018.
12	Records Officer 1	PIDG RIM 2	Twelve (12) new posts [s 71451-62] of Records Clerk (PIDG/RIM 2) with effect from April 2, 2018. Posts further retitled with effect from October 29, 2018.

81

## **Traffic Court**

No. of Offices	Office	Classification	Remark
1	Data Entry Supervisor	MIS IT 3	New post [s 71554] with effect from April 3, 2018.
5	Data Conversion Clerk	MIS IT 2	Five (5) new posts [s 71555-9] with effect from April 3, 2018.
1	Assistant Clerk 2	PLG LS 4	New post [s 71553] with effect from April 3, 2018.

7

## **St. Thomas Parish Court**

No. of Offices	Office	Classification	Remark
2	Data Conversion Clerk	MIS IT 2	Two (2) new posts [s 71560-1] with effect from April 3, 2018.

2

## **Portland Parish Court**

No. of Offices	Office	Classification	Remark
1	Data Conversion Clerk	MIS IT 2	New post [s 71576] with effect from April 3, 2018.

1

## **St. Mary Parish Court**

No. of Offices	Office	Classification	Remark
1	Data Conversion Clerk	MIS IT 2	New post [s 71566] with effect from April 3, 2018.

1

# **LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE**

## **Parish Courts**

### **St. Ann Parish Court**

No. of Offices	Office	Classification	Remark
1	Data Conversion Clerk	MIS IT 2	New post [# 71564] with effect from April 3, 2018.
1			

### **St. Catherine Parish Court**

No. of Offices	Office	Classification	Remark
2	Data Conversion Clerk	MIS IT 2	Two (2) new posts [#s 71562-3] with effect from April 3, 2018.
2			

### **Clarendon Parish Court**

No. of Offices	Office	Classification	Remark
2	Data Conversion Clerk	MIS IT 2	Two (2) new posts [#s 71567-8] with effect from April 3, 2018.
2			

### **Trelawny Parish Court**

No. of Offices	Office	Classification	Remark
1	Data Conversion Clerk	MIS IT 2	New post [# 71565] with effect from April 3, 2018.
1			

### **Manchester Parish Court**

No. of Offices	Office	Classification	Remark
1	Data Conversion Clerk	MIS IT 2	New post [# 71575] with effect from April 3, 2018.
1			

### **St. Elizabeth Parish Court**

No. of Offices	Office	Classification	Remark
1	Data Conversion Clerk	MIS IT 2	New post [# 71573] with effect from April 3, 2018.
1			

### **Westmoreland Parish Court**

No. of Offices	Office	Classification	Remark
1	Data Conversion Clerk	MIS IT 2	New post [# 71574] with effect from April 3, 2018.
1			

# **LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE**

## **Parish Courts**

### **Hanover Parish Court**

No. of Offices	Office	Classification	Remark
2	Data Conversion Clerk	MIS IT 2	Two (2) new posts [s 71571-2] with effect from April 3, 2018.

2

### **St. James Parish Court**

No. of Offices	Office	Classification	Remark
2	Data Conversion Clerk	MIS IT 2	Two (2) new posts [s 71569-70] with effect from April 3, 2018.

2

### **Chapleton Family Court**

No. of Offices	Office	Classification	Remark
1	Senior Social Worker	SWG PS 3	New post [s 71504] with effect from April 2, 2018.
2	Social Worker	SWG PS 2	Two (2) new posts [s 71505-6] with effect from April 2, 2018.
2	Social Worker	SWG PS 1	Two (2) new posts [s 71507-8] with effect from April 2, 2018.
1	Accounting Technician	FMG AT 2	New post [s 71509] with effect from April 2, 2018.
1	Accounting Clerk	FMG AC 2	New post [s 71510] with effect from April 2, 2018.
1	Court Administrator	GMG CAS 2	New post [s 71511] with effect from April 2, 2018.
2	Records Officer	PIDG RIM 2	Two (2) new posts [s 71512-3] with effect from April 2, 2018.
1	Telephone Operator	OPS TO 2	New post [s 71514] with effect from April 2, 2018.
2	Office Attendant	LMO TS 1	Two (2) new posts [s 71515-6] with effect from April 2, 2018.
1	Groundsman	LMO TS 1	New post [s 71517] with effect from April 2, 2018.
2	Watchman	LMO TS 1	Two (2) new posts [s 71518-9] with effect from April 2, 2018.
3	Secretary	OPS SS 2	Three (3) new posts [s 71520-2] with effect from April 2, 2018.
1	Secretary	OPS SS 1	New post [s 71523] with effect from April 2, 2018.

20

**125 Total - Parish Courts**

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Supreme Court**

**Adjudication of Cases**

No. of Offices	Office	Classification	Remark
3	Case Progression Officer	GMG AM 4	Three (3) new posts [s 71469-71] with effect from April 2, 2018.
10	Digital Recording Clerk	MIS IT 2	Ten (10) new posts [s 71494-503] with effect from April 2, 2018.
10	Judicial Clerk	JLG LO 2	Ten (10) new posts [s 71484-93] with effect from April 2, 2018.
3	Senior Court Clerk	PLG LS 5	Three (3) new posts [s 71463-5] with effect from April 2, 2018.
3	Court Clerk	PLG LS 4	Three (3) new posts [s 71466-8] with effect from April 2, 2018.
2	Court Reporter	OPS SW 1	Two (2) new posts [s 71472-3] with effect from April 2, 2018.
10	Executive Secretary 1	OPS SS 4	Ten (10) new posts [s 71474-83] of Judicial Secretary (OPS/SS 4) with effect from April 2, 2018. Posts further retitled with effect from October 29, 2018.

41

**41 Total - Supreme Court**

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Attorney General's Department**

**Constitutional & Legislative Affairs**

No. of Offices	Office	Classification	Remark
1	Executive Secretary 1	OPS SS 4	Post [# 21356] transferred from Central Administration with effect from June 11, 2018.

1

1 Total - Constitutional & Legislative Affairs

**International Affairs**

No. of Offices	Office	Classification	Remark
1	Executive Secretary 1	OPS SS 4	Post [# 21355] transferred from Central Administration with effect from June 11, 2018.

1

1 Total - International Affairs

2 Total - Attorney General's Department

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Transport & Mining**

**Caribbean Memorandum of Understanding (CMOU)- Port State Control  
Secretariat**

No. of Offices	Office	Classification	Remark
1	Secretary General	GMG SEG 4	Post [# 64404] of Secretary General (GMG/SEG 3) upgraded with effect from November 12, 2018.

1

1 Total - Caribbean Memorandum of Understanding (CMOU)- Port State Control Secretariat

**Corporate Services**

**Information, Communication & Technology**

No. of Offices	Office	Classification	Remark
1	Programmer Analyst	MIS IT 5	Post [# 58533] of Software Engineer (MIS/IT 5) retitled with effect from November 12, 2018.

1

1 Total - Information, Communication & Technology

1 Total - Corporate Services

**Island Traffic Authority**

**Vehicle Weight Enforcement Unit**

**Harbour View Weight Station**

No. of Offices	Office	Classification	Remark
1	Software Systems Administrator	MIS IT 5	Post [# 63667] of Records Officer 1 (PIDG/RIM 2) reclassified and retitled with effect October 16, 2018.

1

1 Total - Vehicle Weight Enforcement Unit

1 Total - Island Traffic Authority

3 Total - Ministry of Transport & Mining



**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Health**

**Policy, Planning & Development**

**Health Systems Improvement**

No. of Offices	Office	Classification	Remark
1	Business Analyst	GMG SEG 3	Post [# 53626] of Business Analyst (GMG/SEG 2) upgraded with effect from April 3, 2018.
1			
1	Total - Health Systems Improvement		
1	Total - Policy, Planning & Development		

**Technical Services**

**Standards & Regulation Division**

**Medicinal Cannabis Unit**

No. of Offices	Office	Classification	Remark
1	Scientific Officer	HPC PHS 6	New post [# 71671] with effect from September 3, 2018.
1	Pharmacist (Drug Inspector)	HPC PHS 4	New post [# 71672] with effect from September 3, 2018.
2			
2	Total - Standards & Regulation Division		
2	Total - Technical Services		

**Finance & Accounts Division**

**Office of the Principal Finance Officer**

No. of Offices	Office	Classification	Remark
1	Principal Finance Officer	FMG PA 5	Post [# 27235] transferred from Finance, Accounts & Budget with effect from September 17, 2018.
1	Financial System Manager	FMG PA 2	Post [# 50152] transferred from Finance, Accounts & Budget with effect from September 17, 2018.
1	Financial Analyst	FMG PA 2	New post [# 71675] with effect from September 17, 2018.
1	Administrator	GMG AM 3	Post [# 56509] of Secretary/Administrator (GMG/AM 3) retitled and transferred from Finance, Accounts & Budget - Accounts with effect from September 17, 2018.
1	Senior Secretary	OPS SS 3	Post [# 27242] transferred from Finance, Accounts & Budget with effect from September 17, 2018.
5			
5	Total - Office of the Principal Finance Officer		

# LIST OF ESTABLISHED OFFICES IN THE PUBLIC SERVICE

## Ministry of Health

### Finance & Accounts Division

#### Projects Branch

No. of Offices	Office	Classification	Remark
1	Director, Project Accounting	FMG PA 4	Post (# 56806) of Project Accountant (FMG/PA 3) retitled, upgraded and transferred from Finance, Accounts & Budget - Project Unit with effect from September 17, 2018.
2	Accountant	FMG PA 1	Two (2) posts (#s 56807-8) of Accounting Technician 3 (FMG/AT 3) retitled, reclassified and transferred from Finance, Accounts & Budget - Project Unit with effect from September 17, 2018.
2	Accounting Technician	FMG AT 1	Two (2) posts (#s 56809-10) of Accounting Clerk 2 (FMG/AC 2) retitled, reclassified and transferred from Finance, Accounts & Budget - Project Unit with effect from September 17, 2018.
1	Secretary 2	OPS SS 2	Post (# 27286) of Secretary 1 (OPS/SS 1) retitled, upgraded and transferred from Finance, Accounts & Budget - Accounts with effect from September 17, 2018.
6			

#### 6 Total - Projects Branch

#### Management Accounting Branch

No. of Offices	Office	Classification	Remark
1	Director, Management Accounting	FMG PA 4	Post (# 27236) of Director, Programme Budgeting & Fin. Mgmt. (FMG/PA 3) retitled, upgraded and transferred from Finance, Accounts & Budget - Budget Unit with effect from September 17, 2018.
1	Senior Management Accountant	FMG PA 2	Post (# 27240) of Budget Officer (FMG/PA 2) retitled, upgraded and transferred from Finance, Accounts & Budget - Budget Unit with effect from September 17, 2018.
1	Management Accountant	FMG PA 1	New post (# 71676) with effect from September 17, 2018.
1	Senior Commitment Control Officer	FMG PA 1	New post (# 71677) with effect from September 17, 2018.
1	Management Accountant	FMG PA 1	Post (# 27249) of Accounting Technician 2 (FMG/AT 2) retitled, reclassified and transferred from Finance, Accounts & Budget - Budget Unit with effect from September 17, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Health**

**Finance & Accounts Division**

**Management Accounting Branch**

No. of Offices	Office	Classification	Remark
1	Commitment Control Officer	FMG AT 3	Post [# 27241] transferred from Finance, Accounts & Budget - Budget Section with effect from September 17, 2018.
1	Secretary 2	OPS SS 2	Post [# 27244] transferred from Finance, Accounts & Budget - Budget Section with effect from September 17, 2018.

7

7 Total - Management Accounting Branch

**Final Accounts & Reporting Branch**

No. of Offices	Office	Classification	Remark
1	Director, Final Accounts & Reporting	FMG PA 3	Post [# 27238] of Director, Finance (FMG/PA 1) retitled, upgraded and transferred from Finance, Accounts & Budget with effect from September 17, 2018.
1	Senior Final Accounts Officer	FMG PA 1	Post [# 27239] of Financial Controller (FMG/PA 1) retitled and transferred from Finance, Accounts & Budget with effect from September 17, 2018.
2	Final Accounts Officer	FMG AT 3	Two (2) posts [#s 27251-2] of Accounting Technician 1 (FMG/AT 1) retitled, upgraded and transferred from Finance, Accounts & Budget - Voucher Processing & Checking Unit with effect from September 17, 2018.
1	Senior Bank Reconciliation Officer	FMG AT 3	New post [# 71678] with effect from September 17, 2018.
2	Bank Reconciliation Officer	FMG AT 2	Two (2) posts [#s 27267 & 27269] of Accounting Clerk 2 (FMG/AC 2) retitled, reclassified and transferred from Finance, Accounts & Budget- Disbursement with effect from September 17, 2018.
1	Assistant Final Accounts Officer	FMG AT 2	Post [# 27263] of Accounting Clerk 2 (FMG/AC 2) retitled, reclassified and transferred from Finance, Accounts & Budget- Disbursement with effect from September 17, 2018.

8

8 Total - Final Accounts & Reporting Branch

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Health**

**Finance & Accounts Division**

**Expenditure Control & Accounts Branch**

No. of Offices	Office	Classification	Remark
1	Director, Financial Accounting	FMG PA 4	Post [# 27237] of Senior Director, Finance (FMG/PA 3) retitled, upgraded and transferred from Finance, Accounts & Budget with effect from September 17, 2018.
1	Secretary 2	OPS SS 2	Post [# 27243] of Secretary 2 (OPS/SS 2) and transferred from Finance, Accounts & Budget-Accounts Unit with effect from September 17, 2018.
2			

**Payroll Section**

No. of Offices	Office	Classification	Remark
1	Manager, Payroll	FMG PA 2	Post [# 27245] of Accounting Technician 3 (FMG/AT 3) retitled, reclassified and transferred from Finance, Accounts & Budget-Salaries with effect from September 17, 2018.
1	Senior Payroll Officer	FMG AT 3	Post [# 27248] of Accounting Technician 2 (FMG/AT 2) retitled, upgraded and transferred from Finance, Accounts & Budget-Salaries with effect from September 17, 2018.
1	Senior Payroll Officer	FMG AT 3	Post [# 27262] of Accounting Clerk 2 (FMG/AC 2) retitled, reclassified and transferred from Finance, Accounts & Budget-Salaries with effect from September 17, 2018.
3	Payroll Officer (Fortnightly)	FMG AT 2	Three (3) posts [#s 27264-6] of Accounting Clerk 2 (FMG/AC 2) retitled, reclassified and transferred from Finance, Accounts & Budget-Salaries with effect from September 17, 2018.
3	Payroll Officer (Monthly)	FMG AT 2	Three (3) posts [#s 27259-61] of Accounting Clerk 2 (FMG/AC 2) retitled, reclassified and transferred from Finance, Accounts & Budget-Salaries with effect from September 17, 2018.
2	Payroll Clerk	FMG AC 2	Two (2) posts [#s 27272-3] of Accounting Clerk 1 (FMG/AC 1) retitled, upgraded and transferred from Finance, Accounts & Budget-Salaries with effect from September 17, 2018.

11

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Health**

**Finance & Accounts Division**

**Expenditure Control & Accounts Branch**

**Disbursement Section**

No. of Offices	Office	Classification	Remark
1	Manager, Disbursement	FMG PA 2	Post [# 27246] of Accounting Technician 3 (FMG/AT 3) retitled, reclassified and transferred from Finance, Accounts & Budget- Disbursement with effect from September 17, 2018.
1	Collections & Disbursement Officer	FMG AT 1	Post [# 27271] of Accounting Clerk 1 (FMG/AC 1) retitled, reclassified and transferred from Finance, Accounts & Budget- Accounts with effect from September 17, 2018.
1	Disbursement Clerk	FMG AC 2	Post [# 27268] of Accounting Clerk 2 (FMG/AC 2) retitled and transferred from Finance, Accounts & Budget- Disbursement with effect from September 17, 2018.

3

**Accounts Payable Section**

No. of Offices	Office	Classification	Remark
1	Manager, Accounts Payable	FMG PA 2	Post [# 27284] of Accounting Technician 3 (FMG/AT 3) retitled, reclassified and transferred from Finance, Accounts & Budget- Accounts with effect from September 17, 2018.
1	Senior Accounts Payable Officer	FMG AT 3	Post [# 27255] of Accounting Technician 2 (FMG/AT 2) retitled, upgraded and transferred from Finance, Accounts & Budget- Accounts with effect from September 17, 2018.
1	Accounts Payable Officer	FMG AT 2	Post [# 27246] of Accounting Clerk 2 (FMG/AC 2) retitled, reclassified and transferred from Finance, Accounts & Budget- Accounts with effect from September 17, 2018.
1	Accounts Payable Officer	FMG AT 2	Post [# 27270] of Accounting Clerk 1 (FMG/AC 1) retitled, reclassified and transferred from Finance, Accounts & Budget- Accounts with effect from September 17, 2018.

4

**20 Total - Expenditure Control & Accounts Branch**

**46 Total - Finance & Accounts Division**

**49 Total - Ministry of Health**

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Local Govt. & Community Development**  
**Parochial Revenue Fund Division**

No. of Offices	Office	Classification	Remark
1	Senior Director, Parochial Revenue Fund	FMG PA 5	Post [# 50828] of Director, Parochial Revenue Fund (FMG/PA 4) retitled and upgraded with effect from August 20, 2018.
1	Director	FMG PA 4	New post [# 71668] with effect from August 20 2018.
1	Economist/Statistician	FMG PA 3	New post [# 71669] with effect from August 20 2018.
1	Financial Analyst	FMG PA 3	Post [# 60944] of Financial Analyst (FMG/PA 2) upgraded with effect from August 20, 2018.
1	Financial Controller, Parochial Revenue Fund	FMG PA 3	Post [# 50829] of Financial Controller, Parochial Revenue Fund (FMG/PA 2) upgraded with effect from August 20, 2018.
1	Senior Accountant	FMG PA 1	Post [# 50830] of Accounting Technician 3 (FMG/AT 3) retitled and reclassified with effect from August 20, 2018.
1	Administrator	GMG AM 4	New post [# 71670] with effect from August 20 2018.
1	Accounting Technician 3	FMG AT 3	Post [# 50831] of Accounting Technician 2 (FMG/AT 2) retitled and upgraded with effect from August 20, 2018.
1	Executive Secretary 1	OPS SS 4	Post [# 50832] of Secretary 2 (OPS/SS 2) retitled and upgraded with effect from August 20, 2018.
9			

**9 Total - Parochial Revenue Fund Division**

**Corporate Services Division**

No. of Offices	Office	Classification	Remark
1	Senior Director, Corporate Services	GMG SEG 5	Post [# 27201] of Director, Corporate Services (GMG/SEG 5) retitled with effect from November 12, 2018.
1			

**1 Total - Corporate Services Division**

**10 Total - Ministry of Local Govt. & Community Development**

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Economic Growth and Job Creation**

**Executive Management**

No. of Offices	Office	Classification	Remark
1	Executive Secretary 2	OPS SS 5	Post [# 50716] transferred from the former Ministry of Transport, Works & Housing with effect from March 7, 2016.
1	Executive Secretary 1	OPS SS 4	Post [# 50917] transferred from the former Ministry of Transport, Works & Housing with effect from March 7, 2016.

2

2 Total - Executive Management

**Legal Services Division**

No. of Offices	Office	Classification	Remark
1	Secretary 2	OPS SS 2	Post [# 12732] transferred from the former Ministry of Transport, Works & Housing with effect from March 7, 2016.

1

**Housing**

No. of Offices	Office	Classification	Remark
1	Legal Officer	JLG LO 2	C.D. Post [# 64377] transferred from the Ministry of Transport & Mining - Legal Services Division with effect from April 3, 2018.

1

1 Total - Housing

2 Total - Legal Services Division

**Corporate Services Division**

**Human Resource Management & Development**

No. of Offices	Office	Classification	Remark
1	Secretary 1	OPS SS 1	Post [# 50993] transferred from the former Ministry of Transport, Works & Housing with effect from March 7, 2016.

1

1 Total - Human Resource Management & Development

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Economic Growth and Job Creation**

**Corporate Services Division**

**Administration & Asset Management**

No. of Offices	Office	Classification	Remark
1	Telephone Operator	OPS TO 1	Post [# 12384] transferred from the former Ministry of Transport, Works & Housing with effect from March 7, 2016.
1	Attendant	LMO TS 1	Post [# 12572] transferred from the former Ministry of Transport, Works & Housing with effect from March 7, 2016.
2			

**2 Total - Administration & Asset Management**

**Documentation/Information & Access Services**

**Registry Unit**

No. of Offices	Office	Classification	Remark
1	Records Officer 1	PIDG RIM 2	Post [# 50735] transferred from Policy, Planning & Evaluation Division - Housing Policy Branch with effect from February 19, 2018.
3	Records Clerk	PIDG RIM 1	Three (3) posts [#s 50996, 51032 & 64359] transferred from Policy, Planning & Evaluation Division - Housing Policy Branch with effect from February 19, 2018.
4			

**4 Total - Documentation/Information & Access Services**

**7 Total - Corporate Services Division**

**Policy, Planning & Evaluation Division**

**Housing Policy Branch**

No. of Offices	Office	Classification	Remark
1	Senior Director, Housing Policy Research & Monitoring	GMG SEG 5	Post [# 12495] of Director, Housing Policy (GMG/SEG 4) retitled and upgraded with effect from February 19, 2018.
1			



**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Economic Growth and Job Creation**

**Policy, Planning & Evaluation Division**

**Housing Policy Branch**

**Policy Development & Research**

No. of Offices	Office	Classification	Remark
1	Director, Housing Policy & Research	GMG SEG 4	Post [# 56405] of Senior Housing Policy Analyst (GMG/SEG 3) retitled and upgraded with effect from February 19, 2018.
1	Director, Housing Sector Monitoring	GMG SEG 3	Post [# 58054] of Housing Policy Analyst (GMG/SEG 2) retitled and upgraded with effect from February 19, 2018.
1	Housing Sector Monitoring Officer	GMG SEG 2	Post [# 56407] of Assistant Policy Analyst (GMG/SEG 1) retitled and upgraded with effect from February 19, 2018.
3			
4	<b>Total - Housing Policy Branch</b>		

**Environment & Risk Management Branch**

No. of Offices	Office	Classification	Remark
1	Director, Environment Policy Development & Monitoring	GMG SEG 4	Post [# 12704] of Director, Pollution Control (GMG/SEG 3) retitled and upgraded with effect from May 4, 2018.
1	Director, Environment Policy Monitoring	GMG SEG 3	Post [# 12705] of Director (GMG/SEG 1) retitled and upgraded with effect from May 4, 2018.
2			
2	<b>Total - Environment &amp; Risk Management Branch</b>		

**National Development Planning Policy & Monitoring Branch**

No. of Offices	Office	Classification	Remark
1	Senior Director, National Development Planning Policy & Monitoring	GMG SEG 5	Post [# 12691] of Senior Director, Dev. Planning Policy & Monitoring (GMG/SEG 5) retitled and transferred from Development, Planning Policy & Monitoring Branch with effect from February 19, 2018.
1	Director, National Development Planning & Monitoring	GMG SEG 4	Post [# 54628] of Director, Development Planning & Monitoring (GMG/SEG 4) retitled and transferred from Development Planning Policy & Monitoring Branch with effect from February 19, 2018.

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

**Ministry of Economic Growth and Job Creation**

**Policy, Planning & Evaluation Division**

**National Development Planning Policy & Monitoring Branch**

No. of Offices	Office	Classification	Remark
1	Director, Planning Policy	GMG SEG 4	Post [# 12692] transferred from Development Planning Policy & Monitoring Branch with effect from February 19, 2018.
1	Director, Planning Appeals	GMG SEG 3	Post [# 12693] transferred from Development Planning Policy & Monitoring Branch with effect from February 19, 2018.
1	Planning Policy Officer	GMG SEG 2	Post [# 12881] transferred from Development Planning Policy & Monitoring Branch with effect from February 19, 2018.
1	Executive Secretary 2	OPS SS 5	Post [# 54461] transferred from Development Planning Policy & Monitoring Branch with effect from February 19, 2018.
1	Administrator	GMG AM 4	Post [# 12695] transferred from Development Planning Policy & Monitoring Branch with effect from February 19, 2018.
1	Processing Officer	GMG AM 3	Post [# 12696] transferred from Development Planning Policy & Monitoring Branch with effect from February 19, 2018.
8			

**8 Total - National Development Planning Policy & Monitoring Branch**

**Works Policy Branch**

No. of Offices	Office	Classification	Remark
1	Senior Director, Works Policy Research & Monitoring	GMG SEG 5	Post [# 60903] of Director, Works Policy (GMG/SEG 4) retitled and upgraded with effect from February 19, 2018.
1	Director, Works Policy & Research	GMG SEG 4	Post [# 58553] of Senior Works Policy Officer (GMG/SEG 3) retitled and upgraded with effect from February 19, 2018.
1	Director, Works Policy Monitoring	GMG SEG 3	New post [# 71384] with effect from February 19, 2018.
1	Research Officer	SOG ST 5	Post [# 12745] transferred from Housing Policy Branch - Policy Development & Research with effect from February 19, 2018.
4			

**4 Total - Works Policy Branch**

**18 Total - Policy, Planning & Evaluation Division**

**LIST OF ESTABLISHED OFFICES  
IN THE PUBLIC SERVICE**

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**Ministry of Economic Growth and Job Creation**

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**29 Total - Ministry of Economic Growth and Job Creation**

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**2389 Total Established Offices**

**SCHEDULE**  
**PART II**

## PUBLIC MANAGEMENT CATEGORY

**Court Administration Series (GMG/CAS)**

GMG/CAS !

**Existing**

With effect from 1/4/2017

With effect from 1/4/2018

With effect from 1/4/2019

With effect from 1/4/2020

\$1,124,305	\$1,152,412	\$1,181,223	\$1,210,753	\$1,241,022	\$1,272,048	\$1,303,849	\$1,336,445	p.a.
\$1,146,791	\$1,175,461	\$1,204,847	\$1,234,969	\$1,265,843	\$1,297,489	\$1,329,926	\$1,363,174	p.a.
\$1,170,131	\$1,204,131	\$1,236,090	\$1,268,007	\$1,299,717	\$1,332,135	\$1,364,263	\$1,396,422	p.a.
\$1,252,296	\$1,283,603	\$1,315,693	\$1,348,586	\$1,382,320	\$1,416,858	\$1,452,279	\$1,488,586	p.a.
\$1,314,911	\$1,347,783	\$1,381,478	\$1,416,015	\$1,451,415	\$1,487,701	\$1,524,893	\$1,563,016	p.a.

## HEALTH PROFESSIONAL CATEGORY (HPC)

## Health Records Administrators Series (HPC/HR)

## HPC/HR 5

Existing

With effect from April 1, 2017

With effect from April 1 2018

With effect from April 1 2019

With effect from April 1 2020

\$1,853,380	\$1,899,714	\$1,947,207	\$1,995,887	\$2,045,784	\$2,096,929	\$2,149,352	\$2,203,086	p.a.
\$1,946,049	\$1,994,700	\$2,044,567	\$2,095,681	\$2,148,073	\$2,201,775	\$2,256,820	\$2,313,240	p.a.
\$1,898,949	\$1,934,594	\$2,085,459	\$2,137,595	\$2,191,035	\$2,245,811	\$2,301,956	\$2,359,505	p.a.
\$2,064,368	\$2,115,977	\$2,168,877	\$2,223,099	\$2,278,676	\$2,335,643	\$2,394,034	\$2,453,885	p.a.
\$2,167,587	\$2,221,776	\$2,277,321	\$2,334,254	\$2,392,610	\$2,452,425	\$2,513,736	\$2,576,579	p.a.

## HPC/HR 4

### Existing

With effect from April 1 2017

With effect from April 1 2018

With effect from April 1 2019

With effect from April 1 2020

\$1,598,927	\$1,638,900	\$1,679,872	\$1,721,869	\$1,764,916	\$1,809,039	\$1,854,265	\$1,900,621	p.a.
\$1,678,873	\$1,720,845	\$1,769,143	\$1,807,963	\$1,853,162	\$1,899,491	\$1,946,978	\$1,995,652	p.a.
\$1,712,450	\$1,755,262	\$1,799,143	\$1,844,122	\$1,890,225	\$1,937,481	\$1,985,918	\$2,035,565	p.a.
\$1,780,948	\$1,825,472	\$1,871,109	\$1,917,887	\$1,965,834	\$2,014,980	\$2,065,354	\$2,116,988	p.a.
\$1,869,996	\$1,916,746	\$1,964,664	\$2,013,781	\$2,064,126	\$2,115,729	\$2,168,622	\$2,222,838	p.a.



## HEALTH PROFESSIONAL CATEGORY (HPC) (Cont'd)

## Registered Nurses Series (HPC/RN) (Cont'd)

## HPC/RN 6

Existing  
W.E.F. April 1, 2017  
W.E.F. April 1, 2018  
W.E.F. April 1, 2019  
W.E.F. April 1, 2020

2,166,288 2,220,445 2,275,956 2,332,855 2,391,176 2,450,956 2,512,230 2,575,035 p.a.  
2,274,602 2,331,467 2,389,754 2,449,498 2,510,735 2,573,504 2,637,841 2,703,787 p.a.  
2,320,094 2,378,097 2,437,549 2,498,488 2,560,950 2,624,974 2,690,598 2,757,863 p.a.  
2,412,898 2,473,220 2,535,051 2,598,427 2,663,388 2,729,973 2,798,222 2,868,177 p.a.  
2,533,543 2,596,881 2,661,803 2,728,349 2,796,557 2,866,471 2,938,133 3,011,586 p.a.

## HPC/RN 5

Existing  
W.E.F. April 1, 2017  
W.E.F. April 1, 2018  
W.E.F. April 1, 2019  
W.E.F. April 1, 2020

1,853,380 1,899,714 1,947,207 1,995,887 2,045,784 2,096,929 2,149,352 2,203,086 p.a.  
1,946,049 1,994,700 2,044,567 2,095,681 2,148,073 2,201,775 2,256,820 2,313,240 p.a.  
1,984,969 2,034,594 2,085,459 2,137,595 2,191,035 2,245,811 2,301,956 2,359,505 p.a.  
2,064,368 2,115,977 2,168,877 2,223,099 2,278,676 2,335,643 2,394,034 2,453,885 p.a.  
2,167,587 2,221,776 2,277,321 2,334,254 2,392,610 2,452,425 2,513,736 2,576,579 p.a.

## HPC/RN 4

Existing  
W.E.F. April 1, 2017  
W.E.F. April 1, 2018  
W.E.F. April 1, 2019  
W.E.F. April 1, 2020

1,598,927 1,638,900 1,679,872 1,721,869 1,764,916 1,809,039 1,854,265 1,900,621 p.a.  
1,678,873 1,720,845 1,763,866 1,807,963 1,853,162 1,899,491 1,946,978 1,995,652 p.a.  
1,712,450 1,755,262 1,799,143 1,844,122 1,890,225 1,937,481 1,985,918 2,035,565 p.a.  
1,780,948 1,825,472 1,871,109 1,917,887 1,965,834 2,014,980 2,065,354 2,116,988 p.a.  
1,869,996 1,916,746 1,964,664 2,013,781 2,064,126 2,115,729 2,168,622 2,222,838 p.a.

## HPC/RN 3

Existing  
W.E.F. April 1, 2017  
W.E.F. April 1, 2018  
W.E.F. April 1, 2019  
W.E.F. April 1, 2020

1,389,175 1,423,904 1,459,502 1,495,990 1,533,389 1,571,724 1,611,017 1,651,293 p.a.  
1,458,634 1,495,100 1,532,477 1,570,789 1,610,059 1,650,310 1,691,568 1,733,857 p.a.  
1,487,806 1,525,002 1,563,127 1,602,205 1,642,260 1,683,316 1,725,399 1,768,534 p.a.  
1,547,319 1,586,002 1,625,652 1,666,293 1,707,950 1,750,649 1,794,415 1,839,276 p.a.  
1,624,685 1,665,302 1,706,934 1,749,608 1,793,348 1,838,182 1,884,136 1,931,239 p.a.

## HPC/RN 2

Existing  
W.E.F. April 1, 2017  
W.E.F. April 1, 2018  
W.E.F. April 1, 2019  
W.E.F. April 1, 2020

1,195,018 1,224,893 1,255,516 1,286,904 1,319,076 1,352,053 1,385,854 1,420,501 p.a.  
1,254,769 1,286,138 1,318,291 1,351,249 1,385,030 1,419,656 1,455,147 1,491,526 p.a.  
1,279,864 1,311,861 1,344,657 1,378,274 1,412,731 1,448,049 1,484,250 1,521,356 p.a.  
1,331,059 1,364,335 1,398,444 1,433,405 1,469,240 1,505,971 1,543,620 1,582,210 p.a.  
1,397,612 1,432,552 1,468,366 1,505,075 1,542,702 1,581,269 1,620,801 1,661,321 p.a.

[illegible]

## Health Records Clerks/Technicians Series (HTAC/HRP)

Existing	\$842,952	\$864,026	\$885,626	\$907,767	\$930,461	\$953,723	\$977,566	\$1,002,005
With effect from April 1, 2017	\$885,100	\$907,227	\$929,908	\$953,155	\$976,984	\$1,001,409	\$1,026,444	\$1,052,105
With effect from April 1, 2018	\$925,802	\$952,372	\$948,506	\$972,219	\$996,524	\$1,021,437	\$1,046,973	\$1,073,147
With effect from April 1, 2019	\$938,914	\$962,386	\$986,446	\$1,011,107	\$1,036,385	\$1,062,295	\$1,088,852	\$1,116,073
With effect from April 1, 2020	\$985,859	\$1,010,506	\$1,035,768	\$1,061,663	\$1,088,204	\$1,115,409	\$1,143,295	\$1,171,877

Existing	\$628,043	\$643,744	\$659,837	\$676,333	\$693,241	\$710,572	\$728,337	\$746,545	p.a.
With effect from April 1, 2017	\$659,445	\$675,931	\$692,829	\$710,150	\$727,903	\$746,101	\$764,754	\$783,872	p.a.
With effect from April 1, 2018	\$672,634	\$689,449	\$706,686	\$724,353	\$742,462	\$761,023	\$780,049	\$799,550	p.a.
With effect from April 1, 2019	\$699,539	\$717,027	\$734,953	\$753,327	\$772,160	\$791,464	\$811,251	\$831,532	p.a.
With effect from April 1, 2020	\$734,516	\$752,879	\$771,701	\$790,993	\$810,768	\$831,037	\$851,813	\$873,108	p.a.

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**SCHEDULE PART III**  
**LIST OF ABOLISHED OFFICES**

**Auditor General's Department**

**Performance Audit**

**Economic Assessment**

No. of Offices	Posts	Classification	Remarks
1	Assistant Auditor	AUGD AGS 4	Post [# 96] abolished with effect from May 28, 2018.
1			
1	Total-Economic Assessment		
1	Total Performance Audit		

**Assurance Audit**

**Compliance Audit**

No. of Offices	Posts	Classification	Remarks
5	Assistant Auditor	AUGD AGS 4	Five (5) posts [#s 90, 115 & 118-120] abolished with effect from May 28, 2018.
5			
5	Total-Compliance Audit		

**Financial Audit**

No. of Offices	Posts	Classification	Remarks
5	Audit Clerk	AUGD AGS 3	Five (5) posts [#s 129, 131 & 133-5] abolished with effect from May 28, 2018.
5			
5	Total-Financial Audit		
10	Total Assurance Audit		
11	Total- Auditor General's Department		

**Ministry of Culture, Gender, Entertainment & Sport**

**Executive Office**

No. of Offices	Posts	Classification	Remarks
1	Director, Project Management & Implementation	SOG ST 8	Post [# 71385] abolished with effect from April 3, 2018.
1			
1	Total Executive Office		
1	Total- Ministry of Culture, Gender, Entertainment & Sport		



## LIST OF ABOLISHED OFFICES

### Ministry of Labour & Social Security

#### Labour

#### Manpower Services Division

#### Overseas Employment & Mitigation Services

No. of Offices	Posts	Classification	Remarks
1	Director 1	GMG SEG 1	Post [# 5324] abolished with effect from April 3, 2018.
1			
1	Total-Manpower Services Division		
1	Total Labour		
1	Total- Ministry of Labour & Social Security		

### Ministry of Education, Youth & Information

#### Human Resource Management & Administration Division

#### Professional Development Branch

No. of Offices	Posts	Classification	Remarks
1	Coordinator, Advanced Nursing Programme	HPC RN 6	Post [# 37737] abolished with effect from September 30, 2017.
1	Critical Care Coordinator	HPC RN 6	Post [# 54870] abolished with effect from September 30, 2017.
1	Tutor, Advanced Nursing Programme	HPC RN 5	Post [# 37739] abolished with effect from September 30, 2017.
1	Nursing Tutor, Critical Care	HPC RN 5	Post [# 54872] abolished with effect from September 30, 2017.
4			
4	Total-Professional Development Branch		
4	Total Human Resource Management & Administration Division		
4	Total- Ministry of Education, Youth & Information		

### Ministry of Science, Energy & Technology

#### Corporate Services Division

#### Documentation Information & Access Services

#### Library

No. of Offices	Posts	Classification	Remarks
1	Library Assistant	PIDG LA 1	Post [# 50674] abolished with effect from May 14, 2018.
1			
1	Total-Documentation Information & Access Services		
1	Total Corporate Services Division		
1	Total- Ministry of Science, Energy & Technology		

## LIST OF ABOLISHED OFFICES

### Forestry Department

#### Regional Forestry Operations

No. of Offices	Posts	Classification	Remarks
1	Accounting Technician 2	FMG AT 2	Post [# 7827] abolished with effect from October 2, 2017.
1	Accounting Clerk 2	FMG AC 2	Post [# 7829] abolished with effect from April 1, 2017.
2	Accounting Clerk 2	FMG AC 2	Two (2) posts [#s 7831-2] abolished with effect from October 2, 2017.
1	Driver 1	LMO DR 1	Post [# 7819] abolished with effect from August 1, 2018.
2	Office Attendant	LMO TS 1	Two (2) posts [#s 7847 & 7849] abolished with effect from April 23, 2018.
7			

### Finance & Accounts

#### Final Accounts

No. of Offices	Posts	Classification	Remarks
1	Accounting Technician 2	FMG AT 2	Post [# 7722] abolished with effect from March 1, 2018.
1			
1	Total-Final Accounts		
1	Total Finance & Accounts		

### Human Resource Management & Administration

#### Registry

No. of Offices	Posts	Classification	Remarks
1	Records Clerk	PIDG RIM 1	Post [# 7713] abolished with effect from October 1, 2017.
1			

#### Office Services

No. of Offices	Posts	Classification	Remarks
1	Telephone Operator	OPS TO 2	Post [# 7714] abolished with effect from May 1, 2018.
2	Driver 2	LMO DR 2	Two (2) posts [#s 7708-9] abolished with effect from August 1, 2018.
1	Driver 1	LMO DR 1	Post [# 7708] abolished with effect from August 1, 2018.
1	Handyman	LMO TS 1	Post [# 7719] abolished with effect from April 23, 2018.

## LIST OF ABOLISHED OFFICES

### Forestry Department

#### Human Resource Management & Administration

##### Office Services

- 5 Total-Office Services
- 6 Total Human Resource Management & Administration
- 14 Total- Forestry Department

### Ministry of Industry, Commerce, Agriculture & Fisheries

#### Finance & Accounts Division

##### Final Accounts & Reporting Branch

No. of Offices	Posts	Classification	Remarks
1	Bank Reconciliation Officer	FMG AT 1	Post [# 7351] abolished with effect from July 23, 2018.
1			
1	Total-Final Accounts & Reporting Branch		
1	Total Finance & Accounts Division		
1	Total- Ministry of Industry, Commerce, Agriculture & Fisheries		

### Ministry of Industry, Investment & Commerce (Former)

#### Finance & Accounts

No. of Offices	Posts	Classification	Remarks
1	Salaries Supervisor	FMG AT 3	Post [# 62971] abolished with effect from July 23, 2018.
1			
1	Total Finance & Accounts		
1	Total- Ministry of Industry, Investment & Commerce (Former)		

### Post & Telecommunications Department

#### Postal Division 1

##### Corporate Area Post Offices

No. of Offices	Posts	Classification	Remarks
1	Postmaster 3	PTO IN 3	Post [# 10113] abolished with effect from May 1, 2018.
1			
1	Total Postal Division 1		
1	Total- Post & Telecommunications Department		

## LIST OF ABOLISHED OFFICES

### Department of Correctional Services

#### Human Resource Management & Administration Division

No. of Offices	Posts	Classification	Remarks
1	Director of Organizational Development	GMG SEG 1	Post [# 61500] abolished with effect from April 1, 2019.
1			

#### Carl Rattray Staff College

No. of Offices	Posts	Classification	Remarks
1	Handyman	LMO TS 1	Post [# 63288] abolished with effect from April 1, 2019.
1			
1	Total-Carl Rattray Staff College		

### Human Resource Management & Development Branch

#### Organizational Development Section

No. of Offices	Posts	Classification	Remarks
1	Catering Officer	TSS HS 6	Post [# 21496] abolished with effect from April 1, 2019.
1			
1	Total-Human Resource Management & Development Branch		
3	Total Human Resource Management & Administration Division		

### Custodial Services Division

#### Juvenile Services Branch

##### Institutions

No. of Offices	Posts	Classification	Remarks
1	Director, Juvenile/Community Services	GMG SEG 2	B7. Post [# 21451] abolished with effect from April 1, 2019.
2	Attendant/Laundress	LMO TS 2	Post [# 23415] abolished with effect from April 1, 2019.
3			
3	Total-Juvenile Services Branch		

#### Adult Correctional Centres

No. of Offices	Posts	Classification	Remarks
1	Watchman	LMO TS 2	Post [# 23220] abolished with effect from April 1, 2019.
1			
1	Total-Adult Correctional Centres		
4	Total Custodial Services Division		
7	Total- Department of Correctional Services		

## LIST OF ABOLISHED OFFICES

### Court Management Services

#### Finance & Accounts Division

##### Accounts & Reporting Branch

No. of Offices	Posts	Classification	Remarks
1	Journal Clerk	FMG AC 1	Post [# 13502] abolished with effect from August 7, 2018.
1			
1	Total-Accounts & Reporting Branch		
1	Total Finance & Accounts Division		
1	Total- Court Management Services		

### Ministry of Health

#### Finance, Accounts & Budget

##### Budget

No. of Offices	Posts	Classification	Remarks
1	Accounting Clerk 2	FMG AC 2	Post [# 27274] abolished with effect from September 17, 2018.
1	Accounting Clerk 1	FMG AC 1	Post [# 27275] abolished with effect from September 17, 2018.
2			

##### Disbursement

No. of Offices	Posts	Classification	Remarks
2	Accounting Technician 2	FMG AT 2	Two (2) posts [#s 27247 & 27283] abolished with effect from September 17, 2018.
2			
4	Total Finance, Accounts & Budget		
4	Total- Ministry of Health		
47	Total Abolished Offices		

DEC. 6, 2018]

PROCLAMATIONS, RULES AND REGULATIONS

994X

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Dated this 6th day of December, 2018.

NIGEL CLARK, DPhil., MP  
Minister of Finance and the Public Service.