

CIRCULAR MEMORANDUM

06/2017

Circular Reference Number

File No 1/12/2 Vol. I

From: Permanent Secretary, **Ministry of Energy and Energy Industries**

To: Permanent Secretaries and Heads of Departments

Date: May 19, 2017

Subject: **Notice of Vacancy for Petroleum Engineering Assistant I (Range 23) Ministry of Energy and Energy Industries**

I shall be grateful if you will bring this Circular Memorandum to the attention of your staff.

Applications are invited from suitably qualified officers in your Ministry/Department for the office of **Petroleum Engineering Assistant I (Range 23) Ministry of Energy and Energy Industries**.

Minimum Experience and Training Requirements

Some experience in work of a statistical nature and training as evidenced by the possession of a General Certificate of Education, Ordinary Level or its equivalent, with passes in five subjects which must include English Language, Mathematics, Physics and/or Chemistry or any equivalent combination of experience and training.

Salary:

Range 23: 5,963-7,278/7,826

Applications from officers holding permanent appointments in the Public Service should be made on the Application for Promotion Form. Temporary officers should use the Application for Employment Form.

Interested officers must send their applications through their Permanent Secretaries or Heads of Department for endorsement/recommendation and submission to **The Permanent Secretary, Ministry of Energy and Energy Industries** no later than **June 16th, 2017** for applications to:

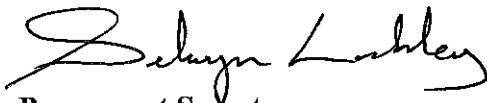
**International Waterfront Centre,
Tower C, #1 Wrightson Road,
Port of Spain, Trinidad and Tobago.**

For further details, officers wishing to apply can access the Notice of Vacancy, Application forms, Job Specification and the Application Checklist at the **Ministry of Energy and Energy Industries** and the Service Commissions Department and on the websites at www.energy.gov.tt and www.scd.org.tt

Officers who have applied previously and who still wish to be considered for appointment to the office are advised to re-apply in response to this Notice.

A list of shortlisted applicants will be posted on the Ministry's website one (1) month after closing date.

EXPERIENCE AND TRAINING RELEVANT TO THE OFFICE SHOULD BE CLEARLY STATED TO DETERMINE AN APPLICANT'S ELIGIBILITY



**Permanent Secretary
Ministry of Energy and Energy Industries**

**PERMANENT SECRETARY
Ministry of Energy and
Energy Industries**