

DATE: ~~25~~ AUGUST, 2001

CIRCULAR NO.G1/27/VOL.V/38

HON. STATE COMMISSIONERS,
SECRETARY TO THE STATE GOVERNMENT,
HEAD OF SERVICE,
PERMANENT SECRETARIES,
HEADS OF EXTRA-MINISTERIAL DEPARTMENTS,

GUIDELINES FOR RECRUITMENT OF SENIOR AND JUNIOR OFFICERS
IN THE STATE CIVIL SERVICE

- The Civil Service Commission has received the list of approved vacancies to accommodate the recruitment of Senior and Junior Officers for the State Civil Service as announced recently.
2. In order to implement the decision of Government, the Commission has decided on a number of guidelines for the information and assistance of Ministries/Departments in the conduct of the recruitment exercise. In the case of Senior Officers (GL.07 and above) whose recruitment falls directly within the responsibility of this examination Commission, a competitive/depending on the number of applicants, will be conducted to take care of entry into the different cadres for which applications have been lodged with the Commission. As soon as the Commission is certain of the number of applicants involved, relevant Ministries will be advised to forward to us a number of likely examination questions (from which the final list of questions will be picked) under strict security cover to be delivered personally by an officer not below the rank of a Director of Finance and Administration to the undersigned.
 3. The examination, where necessary, will be held on the same day and time in different centres within the State Capital. In their handling of these likely examinations questions, Ministries/Departments are reminded of the need to ensure the integrity of these examinations.
 4. In the case of Junior Officers (excluding Grade Levels 01-02), the Commission has decided that a uniform and standard examination be conducted for all officers to be recruited that fall within

Levels 02-00. As in the past

be raised from the Ministries, final questions are to *be*
determined by the Commission. Respective Ministries/Departments
conduct the examination in their chosen locations or centres,
the scripts, forward the marks to the Commission to enable it
determine the pass mark or the cut off mark as the case may be. *未考*
After, the process of interview and selection will be
conducted by the appropriate Committees in the Ministries/Departments.
The said examination will be conducted on the same day and time for
all Ministries/Departments. In all cases, the provisions of our
Circulars Ref. No. G1/27/Vol.5/34 of 27th June, 2001 and
G1/27/Vol.V/37 of July, 2001 remain relevant and must be
strictly adhered to.

Ministries will be informed of the examination date when all
arrangements have been worked out. We hope we can count on your support
and cooperation for a hitch free recruitment exercise.

for: Oluremi Olabiwonna
Permanent Secretary
Civil Service Commission

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