

Service Matters Department,  
Office of the Head of Service,  
Governor's Office,  
Akure.

18 February, 2014.

Circular Letter To:

The Chief of Staff to Mr. Governor,  
The Senior Special Assistant to the Deputy Governor,  
State Commissioners,  
The Secretary to the State Government,  
Chairmen of Commissions/Boards,  
Permanent Secretaries,  
The Clerk, Ondo State House of Assembly,  
Tutors-General,  
Administrative Secretaries,  
The Ag. Statistician-General,  
The Ag. Accountant-General,  
The State Auditor-General,  
The Auditor-General for Local Governments,  
General Managers/Heads of Non-Ministerial Departments.

ESTABLISHMENT OF ODSG/UN-HABITAT URBAN  
OBSERVATORY IN ONDO STATE

DEPLOYMENT OF STAFF

In furtherance of the 2013 agreement between the United Nations Human Settlements Programme [UN-Habitat] and Ondo State Government, a local urban observatory known as the Ondo State Urban Observatory is to be established in the State.

2. The objective of the Observatory is to institute appropriate capacity to produce, analyse and disseminate city level indicators for the State in a unified and harmonized platform that reflects collectively prioritized issues and policies on sustainable urbanization for the State. The Observatory which will be located in the State's Bureau of Statistics, will require the services of some categories of multi-professional staff, to be sourced from within the Service.

3. It is in light of this that suitable and qualified serving officers from the State or Local Government Services are being requested to apply for the underlisted positions:

- [i] Post : *Urban Info Administrator*  
Qualification: Minimum of Master's Degree or equivalent in Data Management or related field. Additional technical training i.e technical certificate in application software systems development or other related field with a focus on the use of databases will be an added advantage. Candidate must not be below the level of Director.
- [ii] Post : *Data Analyst*  
Qualification: Minimum of Master's Degree in Statistics, Urban and Regional Planning, Economics or any other related field. Basic knowledge of computer operation is required. Candidate must have at least 6 years working experience.
- [iii] Post : *Assistant Data Analyst*  
Qualification: Minimum of First Degree in Statistics, Urban and Regional Planning, Economics or any other related field. Candidate must have basic knowledge of computer and should have 5 years working experience.

4. Accounting Officers are please requested to bring the content of this Circular to the knowledge of staff of their respective Ministries, Departments and Agencies [MDAs] and to ensure collation of applications from interested and qualified staff for onward submission to the Service Matters Department, Office of the Head of Service, on or before Friday, 28<sup>th</sup> February, 2014.

5. Thank you.



Bayo Philip,  
Secretary, Service Matters Dept.,

For: Head of Service.