



TRINIDAD AND TOBAGO GAZETTE (EXTRAORDINARY)

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Caroni, Trinidad, Tuesday 29th December, 2020—Price \$1.00

No. 217

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SUPPLEMENT TO THIS ISSUE

THE DOCUMENTS detailed hereunder have been issued and are published as a Supplement to this issue of the *Trinidad and Tobago Gazette*:

Legal Supplement Part B—

Common External Tariff (Suspension) (No. 7) Order, 2020—(Legal Notice No. 413 of 2020).

Common External Tariff (Variation of Duty) (No. 7) Order, 2020—(Legal Notice No. 414 of 2020).

Common External Tariff (Suspension) (No. 8) Order, 2020—(Legal Notice No. 415 of 2020).

Common External Tariff (Variation of Duty) (No. 8) Order, 2020—(Legal Notice No. 416 of 2020).

Notice to Importers No. 2 of 2020—(Legal Notice No. 417 of 2020).

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APPOINTMENT TO ACT AS MINISTER OF SPORT AND COMMUNITY DEVELOPMENT

IT IS HEREBY NOTIFIED for general information that Her Excellency the President, acting in accordance with the advice of the Prime Minister, in exercise of the power vested in her by section 79(2) of the Constitution of the Republic of Trinidad and Tobago, has appointed RANDALL MITCHELL, a member of the Senate who is a Minister, to act in the Office of the Honourable SHAMFA CUDJOE, Minister of Sport and Community Development, with effect from 16th December, 2020 and continuing during the absence from Trinidad and Tobago of the said the Honourable Shamfa Cudjoe, M.P., in addition to the discharge of his normal duties.

C. JACKMAN-WALDRON
*Secretary to Her Excellency
the President*

10th December, 2020.

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OFFICE OF THE PRIME MINISTER

SEPARATION

IN ACCORDANCE with the Director of Personnel Administration Circular Memorandum No.E:26/06 dated 25th August, 2006, the undermentioned notice is published for general information:

Retirement

Name	Rank of Officer	Ministry/Department	Date	Remarks
Mr. Apte Daniel Kalideen	Micrographic Equipment Operator	Office of the Prime Minister	26th April, 2021	Compulsory Retirement

SERVICE COMMISSIONS DEPARTMENT

VACANCY FOR OFFICE OF SENIOR STATE COUNSEL (GROUP L4B), LEGAL UNIT

Applications are invited from suitably qualified persons for appointment to the temporarily vacant office of **Senior State Counsel, (Group L4B), Legal Unit, Service Commissions Department.**

Under direct supervision of the Legal Adviser, the incumbent performs advanced and complex legal work and limited supervisory duties. The incumbent is required to assist the Legal Adviser in ensuring that the various Service Commissions operate within the law through legal advice to them.

REQUIRED QUALIFICATIONS, EXPERIENCE AND SKILLS**Minimum qualifications:**

- *LLB and a LEC – Legal Education Certificate*
- *Admission to practice Law in Trinidad and Tobago*

Minimum Experience:

- *Six (6) years' practice of law or legal advisory personnel*
- *Thorough experience in managing legal and administrative personnel*
- *Thorough knowledge of the Laws of Trinidad and Tobago*
- *Thorough knowledge of legal principles, practices and proceedings*
- *Thorough knowledge of Government procedures and practices*

SKILLS:

- *Considerable advocacy skills*
- *Considerable interpersonal skills*
- *Considerable communication skills both written and oral*
- *Considerable analytical and reasoning skills*
- *Considerable negotiation skills*
- *Considerable human relations skills*
- *Considerable computer skills*

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Salary:**Group L4B: \$23,870 - \$24,870 per month**

For further details persons wishing to apply can access this Notice, the Application Form and the Job Specification on the website at www.scd.org.tt

Interested persons must submit their applications no later than 28th December, 2020 to The Director of Personnel Administration, Service Commissions Department:

Cipriani Plaza
52-58 Woodford Street
Newtown
Port-of-Spain

Or

Wilson Road
Scarborough
Tobago

Persons 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.

INCOMPLETE AND UNSUITABLE APPLICATIONS WILL NOT BE ACKNOWLEDGED

Please see the website for details on:

- a) Information/documents to be submitted; and
- b) Applications which are deemed incomplete and unsuitable.

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

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SERVICE COMMISSIONS DEPARTMENT

VACANCY FOR OFFICE OF REGISTRAR (GROUP J4), INDUSTRIAL COURT

The incumbent is required to carry out the administrative, financial, legal and judicial functions subject to the direction and control of the President of the Industrial Court to ensure the proper functioning of the Court.

REQUIRED QUALIFICATIONS, EXPERIENCE AND SKILLS**Minimum qualifications:**

- LLB and a LEC – Legal Education Certificate
- Admission to practice Law in Trinidad and Tobago

Minimum Experience:

- Evidence of four (4) years legal experience as a practicing Attorney-at-Law
- Experience in professional legal work such as may have been gained in the private practice including administrative experience and training

SKILLS

- *Extensive knowledge of the Laws of Trinidad and Tobago*
- *Extensive knowledge of the Industrial Relations Act, Chap. 88:01 as amended*
- *Extensive knowledge of the evolved techniques and methods of office management*
- *Extensive knowledge of Rules, Regulation and procedures pertaining to financial and personnel operations*
- *Excellent interpersonal skills*
- *Excellent communication skills both written and oral*
- *Excellent management and supervisory skills*
- *Excellent mediation skills*
- *Excellent negotiation skills*

Salary:

Group J4: \$25,370 - \$26,240 per month

For further details persons wishing to apply can access this Notice, the Application Form and the Job Specification on the website at www.scd.org.tt

Interested persons must submit their applications no later than **28th December, 2020** to **The Director of Personnel Administration, Service Commissions Department:**

**Cipriani Plaza
52-58 Woodford Street
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**Wilson Road
Scarborough
Tobago**

Persons 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 Advertisement.

INCOMPLETE AND UNSUITABLE APPLICATIONS WILL NOT BE ACKNOWLEDGED

Please see the website for details on:

- a) Information/documents to be submitted; and**
- b) Applications which are deemed incomplete and unsuitable**
- c) The Application Checklist**

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