



OFFICE OF THE PERMANENT SECRETARY

MINISTRY OF ESTABLISHMENTS AND TRAINING

OYO STATE OF NIGERIA

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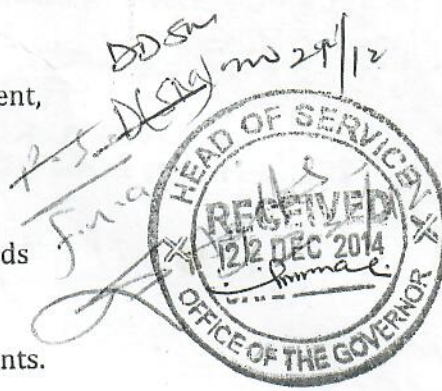
Our Ref: No.....

Your Ref: No.....

15th December, 2014

Date.....20.....

The Secretary to the State Government,
The Head of Service,
Honourable Commissioners,
Chairmen of Commissions and Boards
Permanent Secretaries,
Heads of Non-Ministerial Departments.



APPROVAL OF SCHEME OF SERVICE FOR LABORATORY SCIENTIST AND LABORATORY TECHNOLOGIST CADRES

I wish to inform you that the State Government has graciously approved new Scheme of Service for Laboratory Scientist and Technologist cadres. Copy of the Scheme of Service which takes immediate effect is herewith attached for guidance.

2. Please note that the Laboratory Scientist cadre is structured on salary grade levels 08 – 16, while Laboratory Technologist cadre (a sub-officer cadre) is structured on grade levels 06 – 14.
3. Any point of doubt in the interpretation of this circular letter should be referred to the Ministry of Establishments and Training for clarification.

O. A. Oni Hassan (Mrs.)
Ag. Permanent Secretary
For: Honourable Commissioner

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APPROVED SCHEMES OF SERVICE FOR LABORATORY
SCIENTIST AND SCIENCE LABORATORY TECHNOLOGIST
CADRES

Based on the recommendation of the National Council on Establishments (NCE), Government has approved the inclusion of the Laboratory Scientist and Science Laboratory Technologist Cadres structured on GL. 08 - 17 and GL. 06 - 14 respectively, in the Schemes of Service as follows:

A. Laboratory Scientist Cadre

Post and Salaries

(i) Laboratory Scientist II	-	GL. 08
(ii) Laboratory Scientist I	-	GL. 09
(iii) Senior laboratory Scientist	-	GL. 10
(iv) Principal Laboratory Scientist	-	GL. 12
(v) Assistant Chief Laboratory Scientist	-	GL. 13
(vi) Chief Laboratory Scientist	-	GL. 14
(vii) Assistant Director	-	GL. 15
(viii) Deputy Director	-	GL. 16
(ix) Director	-	GL. 17.

B. SCIENCE LABORATORY TECHNOLOGIST CADRE

POSTS AND SALARIES

(i) Asst. Science Lab. Technologist	-	GL. 06
(ii) Science Lab. Technologist	-	GL. 07
(iii) Higher Science Lab. Technologist	-	GL. 08
(iv) Senior Science Lab. Technologist	-	GL. 09

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| (v) Principal Science Lab. Technologist II | - | GL. 10 |
| (vi) Principal Science Lab. Technologist I | - | GL. 12 |
| (vii) Assistant Chief Science Lab. Technologist | - | GL. 13 |
| (viii) Chief Science Lab. Technologist | - | GL. 14. |

2. The two Cadres shall be reflected in subsequent edition of the Schemes of Service.

3. This Circular takes immediate effect.

A. I. Pepple

M.S. A. I. PEPPLE, ODN
Head of the Civil Service of the Federation

LABORATORY SCIENTIST CADRE

1. POST AND SALARIES

1.1	Laboratory Scientist II	GL 08
1.2	Laboratory Scientist I	GL 09
1.3	Senior Laboratory Scientist	GL 10
1.4	Principal Laboratory Scientist	GL 12
1.5	Assistant Chief Laboratory Scientist	GL 13
1.6	Chief Laboratory Scientist	GL 14
1.7	Assistant Director	GL 15
1.8	Deputy Director	GL 16
1.9	Director	GL 17

2. DUTIES

2.1	Laboratory Scientist II	GL 08
2.1.1	Preparing materials/tools for laboratory experiment, research and services.	
2.1.2	Participating in the training of lower cadre.	
2.1.3	Obtaining data using scientific equipment.	
2.2	Laboratory Scientist I	GL 09
2.2.1	Executing of research projects	
2.2.2	Compiling and interpreting research result.	
2.2.3	Supervising the preparation of reagents for laboratory experiment and tools.	
2.3	Senior Laboratory Scientist	GL 10
2.3.1	Performing advanced Laboratory procedures and analysis	
2.3.2	Formulating and executing of research experiments and projects.	

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2.3.3 Participating in the training and supervising subordinate staff.

2.4 Principal Laboratory Scientist

GL.12

2.4.1 Assisting in the formulation and designing of scientific experiment and research projects

2.4.2 Implementing the research result.

2.4.3 Organising training programme for subordinate staff

2.4.4 Producing and testing quality control of reagents for research project

2.5 Assistant Chief Laboratory Scientist

GL.13

2.5.1 Supervising and training of subordinate staff

2.5.2 Preparing and implementing experimental/research results

2.5.3 Assisting in procurement and installation of laboratory equipment.

2.5.4 Taking charge of a number of field research/experiment.

2.6 Chief Laboratory Scientist

GL.14

2.6.1 Taking charge of a section

2.6.2 Advising on budgeting, ordering, procurement and installation of laboratory equipment and materials such as chemical reagent

2.6.3 Advising on policy matter relating to laboratory services.

2.6.4 Formulating and vetting research proposals.

2.6.5 Supervising and training of subordinate staff.

2.7 Assistant Director

GL.15

2.7.1 Reviewing of annual experimental/research reports

2.7.2 Assisting and ensuring adequate and continuous training of laboratory personnel

2.7.3 Taking charge of a branch.

2.7.4 Formulating, designing and implementing scientific experiments and research projects.

2.7.5 Assisting in general administration of the department

2.8 Deputy Director

GL 16

2.8.1 Advising on policy matters relating to laboratory services

2.8.2 Budgeting and ordering of chemical reagent equipment

2.8.3 Taking charge of a division.

2.8.4 Evaluating and monitoring experimental/research projects.

2.8.5 Analysing and implementing experimental/research results.

2.8.6 Formulating and vetting experiment/research proposals.

2.8.7 Advising on training programmes for subordinate staff.

2.9 Director

GL 17

2.9.1 Taking charge of general administration of the department

2.9.2 Advising on policies and programmes for the Laboratory Services

2.9.3 Budgeting for procurement of laboratory equipment and materials.

2.9.4 Supervising the activities of staff in the department

2.9.5 Co operating with necessary organs of Government in matters relating to Laboratory Services.

2.9.6 Upholding the experimental/Research results obtained from the laboratory.

3. METHOD OF ENTRY AND ADVANCEMENT WITHIN THE CADRE

NOTE: All promotions and transfers are subject to vacancy and satisfactory Service record.

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3.1 Laboratory Scientist II

GL.08

- 3.1.1 By direct appointment of a candidate possessing a degree in Science Laboratory Technology or related discipline registrable with the Nigerian Institute of Science Laboratory Technology.

3.2 Laboratory Scientist I

GL.09

- 3.2.1 By promotion of a confirmed and suitable Laboratory Scientist II who has spent at least three years on the grade.
- 3.2.2 By direct appointment of a candidate possessing the qualification specified in sub paragraph 3.1.1 above plus at least three years post qualification cognate experience.
- 3.2.3 By direct appointment of a candidate possessing a masters degree in Science Laboratory Technology or related discipline registrable with the Nigerian Institute of Science Laboratory Technology plus at least one year post qualification cognate experience.

3.3 Senior Laboratory Scientist

GL.10

- 3.3.1 By promotion of a confirmed and suitable Laboratory Scientist I who has spent at least three years on the grade.
- 3.3.2 By direct appointment of a candidate possessing the qualification specified in sub paragraph 3.1.1 or 3.2.2.
- 3.3.3 above plus at least six or three years post qualification cognate experience respectively.
- 3.3.3 By direct appointment of a candidate possessing a doctorate degree in Science Laboratory Technology or related discipline registrable with the Nigerian Institute of Science Laboratory Technology plus at least one year post qualification cognate experience.

- 3.4 Principal Laboratory Scientist GL.12
- 3.4.1 By promotion of a confirmed and suitable Senior Laboratory Scientist who has spent at least three years on the grade.
- 3.5 Assistant Chief Laboratory Scientist GL.13
- 3.5.1 By promotion of a confirmed and suitable Principal Laboratory Scientist who has spent at least three years on the grade.
- 3.6 Chief Laboratory Scientist GL.14
- 3.6.1 By promotion of a confirmed and suitable Assistant Chief Laboratory Scientist who has spent at least three years on the grade.
- 3.7 Assistant Director GL.15
- 3.7.1 By promotion of a confirmed and suitable Chief Laboratory Scientist who has spent at least three years on the grade.
- 3.8 Deputy Director
- 3.8.1 By promotion of a confirmed and suitable Assistant Director who has spent at least four years on the grade.
- 3.9 Director
- 3.9.1 By promotion of a confirmed and suitable Deputy Director who has spent at least four years on the grade.
- 3.10 Direct appointment to posts in Grade levels 12 and above
Direct appointment may also be made to posts in Grade levels 12 and above but these would be preceded by specific advertisement at the instance of the user Ministry/Department. Promotion from such direct appointments to higher grades are subject to confirmation of appointment.