



# TRINIDAD AND TOBAGO GAZETTE

## (EXTRAORDINARY)

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### SUPPLEMENT TO THIS ISSUE

THE DOCUMENT detailed hereunder has been issued and is published as a Supplement to this issue of the *Trinidad and Tobago Gazette*:  
*Legal Supplement Part B—*

Scrap Metal (Extension of Time) (No. 2) Order, 2025—(Legal Notice No. 59 of 2025).

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### APPOINTMENTS TO THE CUSTOMS BROKERS BOARD

IN ACCORDANCE with the provisions of section 3(7) of the Customs Brokers and Customs Clerks Act, Chap. 78:03, Act No. 49 of 1970, it is hereby notified for general information that the Minister of Finance, in exercise of the power vested in him by section 3(1)(a) and section 3(1)(b) of the Customs Brokers and Clerks Act, No. 49 of 1970, has appointed the following persons to the Customs Brokers' Board with effect from 31st December, 2024 for a period of two (2) years.

MR. ISHWAR SINGH	...	...	...	...	Member representing the Customs and Excise Division
MR. CHIOKE PIERRE	...	...	...	...	Member representing the American Chamber of Industry and Commerce
MR. STEFAN MOHAMMED	...	...	...	...	Member representing the Shipping Association of Trinidad and Tobago
MS. ANJANIE SOOCHIT-RAMPERSAD	...	...	...	...	Member representing the Customs Clerks' and Customs Brokers' Association
MS. NADIRA DASS-NARINE	...	...	...	...	Member representing the Customs Clerks' and Customs Brokers' Association
MR. DAVE FRANCOIS	...	...	...	...	Member representing the Customs Clerks' and Customs Brokers' Association
MS. GILLIAN RODRIGUEZ CLARKE	...	...	...	...	Alternate representing the American Chamber of Industry and Commerce
MR. JASON-LEIGH AYONG	...	...	...	...	Alternate representing the Shipping Association of Trinidad and Tobago
MS. LOU-ANN MOOLAH	...	...	...	...	Alternate representing the Customs Clerks' and Customs Brokers' Association

5th February, 2025

M. DURHAM KISSOON  
*Permanent Secretary*  
*Ministry of Finance*

NOTICE OF VACANCY FOR THE OFFICE OF DIRECTOR OF INFORMATION (RANGE 65)  
INFORMATION DIVISION, OFFICE OF THE PRIME MINISTER—COMMUNICATIONS

APPLICATIONS are invited from suitably qualified officers in your Ministry/Department for the office of Director of Information (Range 65), Information Division, Office of the Prime Minister—Communications.

Particulars relating to the office are outlined below:

*Minimum Experience and Training Requirements:*

Extensive (over 8 years) experience in the field of mass communication including experience in an administrative capacity as may have been gained in the next lower class and training as evidenced by a recognised Degree/Diploma in Mass Communication or any equivalent combination of experience and training.

*Distinguishing Features of Work:*

An employee in this class plans, directs and co-ordinates the Technical Services Division of the Ministry of Information. Work involves formulating and developing communication and information policy with respect to the national plans, programmes and objectives of the government of Trinidad and Tobago. Work also includes selecting the appropriate media and methods for the dissemination of information and editing public releases and other related matters. Work is performed with a considerable degree of independence and initiative in accordance with broadly established policies and objectives and is evaluated by an administrative superior for effectiveness through reports, meetings and general observations.

*Salary:*

Range 65: \$16,802.00 per month (2013).

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 who hold permanent appointments must send their applications through their Permanent Secretaries or Heads of Department for endorsement/recommendation and submission to The Permanent Secretary, Office of the Prime Minister—Communications. Interested officers, who hold temporary appointments, must send their applications through their Permanent Secretary/Head of Department for submission to The Permanent Secretary, Office of the Prime Minister—Communications.

Copies of relevant documents **must** accompany **All** applications as stipulated on the Application Checklist attached to this Notice.

Applications **MUST** be submitted through the Permanent Secretary or Head of Department within sufficient time in order to be received by The Permanent Secretary, Office of the Prime Minister—Communications on or before but not later than 30th October, 2024 to: The Permanent Secretary, Office of the Prime Minister—Communications, TIC Building, Lady Young Road, Morvant.

Applications received after the closing date will not be considered.

For further details, officers wishing to apply can access the Notice of Vacancy, Application Forms, Job Specification and the Application Checklist at:

- the Office of the Prime Minister—Communications; and
- on the websites of the Service Commissions Department at [www.scd.org.tt](http://www.scd.org.tt) and the Office of the Prime Minister—Communications at [www.moc.gov.tt](http://www.moc.gov.tt)

**CLOSING DATE FOR RECEIPT OF APPLICATIONS AT THE OFFICE OF THE PRIME MINISTER—COMMUNICATIONS: 30th October, 2024.**

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. Your application should be dated and submitted within the period of this Notice of Vacancy.

**SHOULD OFFICERS NEGLECT TO ATTACH/PROVIDE COPIES OF THEIR RELEVANT DOCUMENTS, EXPERIENCE AND TRAINING AS OUTLINED IN THE APPLICATION CHECKLIST, THE PERMANENT SECRETARY WILL BE UNABLE TO DETERMINE THEIR ELIGIBILITY FOR THE OFFICE AND THEY WILL BE DEEMED UNSUITABLE.**

K. WILLIAMS  
Acting Permanent Secretary  
Office of the Prime Minister—Communications

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NOTICE OF VACANCY FOR THE OFFICE OF MANAGER, RECORD CENTRES (RANGE 58)  
NATIONAL ARCHIVES, OFFICE OF THE PRIME MINISTER—COMMUNICATIONS

APPLICATIONS are invited from suitably qualified officers in your Ministry/Department for the office of Manager, Record Centres (Range 58), National Archives, Office of the Prime Minister—Communications.

Particulars relating to the office are outlined below:

*Minimum Experience and Training Requirements:*

Considerable experience in records management or archive administration and training as evidenced by the possession of an approved degree from a recognised university supplemented by successful completion of a recognised course in Records Management and/or Archives Administration; or any equivalent combination of experience and training.

*Distinguishing Features of Work:*

An employee in this class is responsible for planning, organising and developing the records management programme of the National Archives Division. Work involves the development and implementation of systems and procedures to ensure the proper transfer, maintenance, storage, prompt retrieval and disposal of official records. The employee exercises a considerable degree of initiative and independent judgement within established policies and procedures and work is subject to review for accomplishment by a superior officer through discussions, observations and reports.

*Salary:*

Range 58: \$11,007.00–\$12,822.00/\$13,795.00 per month (2013).

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 who hold permanent appointments must send their applications through their Permanent Secretaries or Heads of Department for endorsement/recommendation and submission to The Permanent Secretary, Office of the Prime Minister—Communications. Interested officers, who hold temporary appointments, must send their applications through their Permanent Secretary/Head of Department for submission to The Permanent Secretary, Office of the Prime Minister—Communications.

Copies of relevant documents **must** accompany **All** applications as stipulated on the Application Checklist attached to this Notice.

Applications **MUST** be submitted through the Permanent Secretary or Head of Department within sufficient time in order to be received by The Permanent Secretary, Office of the Prime Minister—Communications on or before but not later than 9th December, 2024 to: The Permanent Secretary, Office of the Prime Minister—Communications, TIC Building, Lady Young Road, Morvant.

Applications received after the closing date will not be considered.

For further details, officers wishing to apply can access the Notice of Vacancy, Application Forms, Job Specification and the Application Checklist at:

- the Office of the Prime Minister—Communications; and
- on the websites of the Service Commissions Department at [www.scd.org.tt](http://www.scd.org.tt) and the Office of the Prime Minister—Communications at [www.moc.gov.tt](http://www.moc.gov.tt)

**CLOSING DATE FOR RECEIPT OF APPLICATIONS AT THE OFFICE OF THE PRIME MINISTER—COMMUNICATIONS: 9th December, 2024.**

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. Your application should be dated and submitted within the period of this Notice of Vacancy.

**SHOULD OFFICERS NEGLECT TO ATTACH/PROVIDE COPIES OF THEIR RELEVANT DOCUMENTS, EXPERIENCE AND TRAINING AS OUTLINED IN THE APPLICATION CHECKLIST, THE PERMANENT SECRETARY WILL BE UNABLE TO DETERMINE THEIR ELIGIBILITY FOR THE OFFICE AND THEY WILL BE DEEMED UNSUITABLE.**

K. WILLIAMS  
Acting Permanent Secretary  
Office of the Prime Minister—Communications

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NOTICE OF VACANCY FOR THE OFFICE OF BROADCASTING EQUIPMENT OPERATOR I (RANGE 22)  
INFORMATION DIVISION, OFFICE OF THE PRIME MINISTER—COMMUNICATIONS

APPLICATIONS are invited from suitably qualified officers in your Ministry/Department for the office of Broadcasting Equipment Operator I (Range 22), Information Division, Office of the Prime Minister—Communications.

Particulars relating to the office are outlined below:

*Minimum Experience and Training Requirements:*

Experience (18 months to 4 years) in the operation of professional sound recording and allied equipment for studio use and training as evidenced by the Primary School Leaving Certificate; or any equivalent combination of experience and training.

*Distinguishing Features of Work:*

An employee in this class operates studio and portable recording equipment to record material of government affairs for re-broadcast to the public and for the archives. Work involves recording various speeches, educational and cultural and other programmes, in studio or in the field, of established principles and techniques. Recordings are checked by a superior for clarity.

*Salary:*

Range 22: \$5,828.00–\$7,104.00/\$7,635.00 per month (2013).

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 who hold permanent appointments must send their applications through their Permanent Secretaries or Heads of Department for endorsement/recommendation and submission to The Permanent Secretary, Office of the Prime Minister—Communications. Interested officers, who hold temporary appointments, must send their applications through their Permanent Secretary/Head of Department for submission to The Permanent Secretary, Office of the Prime Minister—Communications.

Copies of relevant documents **must** accompany **All** applications as stipulated on the Application Checklist attached to this Notice.

Applications **MUST** be submitted through the Permanent Secretary or Head of Department within sufficient time in order to be received by The Permanent Secretary, Office of the Prime Minister-Communications on or before but not later than 9th December, 2024 to: The Permanent Secretary, Office of the Prime Minister—Communications, TIC Building, Lady Young Road, Morvant.

Applications received after the closing date will not be considered.

For further details, officers wishing to apply can access the Notice of Vacancy, Application Forms, Job Specification and the Application Checklist at:

- the Office of the Prime Minister—Communications; and
- on the websites of the Service Commissions Department at [www.scd.org.tt](http://www.scd.org.tt) and the Office of the Prime Minister—Communications at [www.moc.gov.tt](http://www.moc.gov.tt)

**CLOSING DATE FOR RECEIPT OF APPLICATIONS AT THE OFFICE OF THE PRIME MINISTER—COMMUNICATIONS: 9th December, 2024.**

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. Your application should be dated and submitted within the period of this Notice of Vacancy.

**SHOULD OFFICERS NEGLECT TO ATTACH/PROVIDE COPIES OF THEIR RELEVANT DOCUMENTS, EXPERIENCE AND TRAINING AS OUTLINED IN THE APPLICATION CHECKLIST, THE PERMANENT SECRETARY WILL BE UNABLE TO DETERMINE THEIR ELIGIBILITY FOR THE OFFICE AND THEY WILL BE DEEMED UNSUITABLE.**

K. WILLIAMS  
*Acting Permanent Secretary*  
*Office of the Prime Minister—Communications*

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NOTICE OF VACANCY FOR THE OFFICE OF PHOTO LABORATORY TECHNICIAN I (RANGE 19)  
INFORMATION DIVISION, OFFICE OF THE PRIME MINISTER—COMMUNICATIONS

APPLICATIONS are invited from suitably qualified officers in your Ministry/Department for the office of Photo Laboratory Technician I (Range 19), Information Division, Office of the Prime Minister—Communications.

Particulars relating to the office are outlined below:

*Minimum Experience and Training Requirements:*

Experience (18 months to 4 years) in black and white photographic laboratory work and training as evidenced by the Primary School Leaving Certificate or any equivalent combination of experience and training.

*Distinguishing Features of Work:*

An employee in this class develops and prints black and white photographs. Work includes preparing chemical solutions used in photographic laboratory work. Employee occasionally accompanies and assists a superior in taking photographs. Work is performed under the general direction of a superior and is reviewed through inspections for quality of the finished product.

*Salary:*

Range 19: \$5,494.00–\$6,591.00/\$7,046.00 per month (2013).

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 who hold permanent appointments must send their applications through their Permanent Secretaries or Heads of Department for endorsement/recommendation and submission to The Permanent Secretary, Office of the Prime Minister—Communications. Interested officers, who hold temporary appointments, must send their applications through their Permanent Secretary/Head of Department for submission to The Permanent Secretary, Office of the Prime Minister—Communications.

Copies of relevant documents **must** accompany All applications as stipulated on the Application Checklist attached to this Notice.

Applications **MUST** be submitted through the Permanent Secretary or Head of Department within sufficient time in order to be received by The Permanent Secretary, Office of the Prime Minister—Communications on or before but not later than 9th December, 2024 to: The Permanent Secretary, Office of the Prime Minister—Communications, TIC Building, Lady Young Road, Morvant.

Applications received after the closing date will not be considered.

For further details, officers wishing to apply can access the Notice of Vacancy, Application Forms, Job Specification and the Application Checklist at:

- the Office of the Prime Minister—Communications; and
- on the websites of the Service Commissions Department at [www.scd.org.tt](http://www.scd.org.tt) and the Office of the Prime Minister—Communications at [www.moc.gov.tt](http://www.moc.gov.tt)

**CLOSING DATE FOR RECEIPT OF APPLICATIONS IN THE OFFICE OF THE PRIME MINISTER—COMMUNICATIONS: 9th December, 2024.**

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. Your application should be dated and submitted within the period of this Notice of Vacancy.

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*Office of the Prime Minister—Communications*