

Government of Gibraltar



6 CONVENT PLACE

OFFICIAL NOTICE

VACANCIES FOR ADMINISTRATIVE OFFICER

The Government of Gibraltar invites applications for entry into the Public Service at the Administrative Officer grade. Applicants must, by virtue of their citizenship, be entitled to take up employment in Gibraltar.

Applicants must be in possession of five GCSE (or equivalent) passes, one of which must be in English Language. I.T. Skills and a GCSE or equivalent pass in Mathematics would be an advantage.

A Statement of Particulars containing full details of the qualification requirements together with a grade specification can be obtained from the Human Resources Department, at the address below.

The salary ranges from £14,721 to £21,529 per annum.

All applicants will be required to sit an aptitude examination. Short-listed candidates will then be offered an interview.

Application forms may be obtained from the Human Resources Department, 83-86 Harbour's Walk, New Harbours, Rosia Road, Gibraltar. Applications must be handed in or received by the Human Resources Manager, at this address, not later than **1.00 p.m. on Friday 23 January 2009.**