# Local Government Service Recruitment - 2020/2021 Application Form Portal

Sampson Excel 9 Comments

The Local Government Service Recruitment 2020/2021 advertisement has been released and available below. Local Government Service Vacancies 2020 Application Form, Local Government Service Jobs 2020, Local Government Service Career Portal, Requirements for Local Government Service Job Recruitment 2020.

-Advertisements-



Company	Local Government Service
Posts	11 Vacancies
Category	Job Vacancies
Location	Brong Ahafo. Central. Northern. Upper East. Upper West. Volta and Western Regions
Deadline	08 September, 2019
Website	http://lgs.gov.gh

Local Government Service Job Vacancies 2020 advertisement has been published for the various positions available below. All Eligible and Interested applicants may apply online for the available vacancies before the recruitment application deadline. 2020 Local Government Service Job Recruitment details like education qualification, requirement, location, stipend & salary scale, selection process, application form & how to apply, closing date, important links and others are available below on schoolgh.com as well as on the official website.

# **AVAILABLE JOB POSITIONS & DETAILS**

The following positions are available at Local Government Service. Explore for your position of choice and then apply according to the information provided.

## 1. JOB TITLE: PROCUREMENT ASSISTANTS

The Office of the Head of the Local Government Service (OHLGS) is inviting application from suitably qualified Ghanaians to fill vacant position in the Local Government Service in Brong Ahafo, Central, Northern, Upper East, Upper West, Volta and Western Regions.

The vacant position is as follows: Procurement Assistants

# Job Purpose

• Accountability: The procurement assistant shall report to the Head of Department / Unit.

#### **Qualification Required & Experience**

• Diploma / HND in Purchasing and Supply or its equivalent

**Remuneration:** Salary level SSSP 15L and other attractive fringe benefits **Please Note:** 

- Applicants for positions of OHLGS 1-OHLGS 1-OHLGS must have completed the mandatory National Service
- The Service shall not consider unsolicited applications submitted prior to this advertisement.

**Location:** Brong Ahafo, Central, Northern, Upper East, Upper West, Volta and Western Regions.

# How To Apply For The Job

Applicants must complete the Public Service Commission form 2 (PSC 2) and submit same to the address below accompanied with curriculum vitae (CV), copies of academic certificates and National Service certificate where applicable.

The envelope must be clearly marked with the serial number, the position applied for and the preferred region and addressed to:

The Head of Service
Office of Head of the Local Government Service
P.O.Box MB 396
Closing Date: 08 September, 2020

# 2. JOB TITLE: ASSISTANT PROGRAMMERS

# Job Purpose

• To provide technical advice in the acquisition, development, implementation and deployment of information technology systems and resources for business development and improvement

Accountability: The Assistant Programmer shall reprot to the Head of Department/Unit Qualification Required & Experience

• Bachelor's Degree in information technology, computer science and computer engineering from a recognised university

**Remuneration:** Salary level SSSP 16L and other attractive fringe benefits **Please Note:** 

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#### 3. JOB TITLE: PROCUREMENT OFFICERS / ASSISTANT PROCUREMENT

#### **OFFICERS**

#### Job Purpose

• To provide technical advice in the development and implementation of organizational procurement plans within the existing procurement laws and practices of the Local Government Service.

#### Qualification Required & Experience

• Bachelor's Degree in Procurement Management or Logistics and Supply Chain

Management from a recognised University

**Remuneration:** Salary level SSSP 16L and other attractive fringe benefits **Please Note:** 

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# 4. JOB TITLE: BUDGET OFFICERS / ASSISTANT BUDGET ANALYST Job Purpose

• Undertake preliminary data collection activities for budget management

Accountability: The Assistant Budget Analyst shall report to the Head of Department / Unit Qualification Required & Experience

• Bachelors Degree in Social Sciences, Economics, Finance or Statistics or a relevant discipline

**Remuneration:** Salary level SSSP 16L and other attractive fringe benefits **Please Note:** 

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# 5. JOB TITLE: SENIOR BUDGET OFFICERS

Accountability: The Senior Budget Officer shall report to the Head of Department / Unit Qualification Required & Experience

• Diploma / HND in Accountancy or Statistics or a relevant discipline

**Remuneration:** Salary level SSSP 16L and other attractive fringe benefits **Please Note:** 

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# Job Purpose

• To provide frontline operational support for environmental health service delivery

**Accountability:** The Assistant Environmental Health Analyst shall report to the Head of Department / Unit.

# **Qualification Required & Experience**

• Bachelors Degree in environmental Science or related discipline

**Remuneration:** Salary level SSSP 16L and other attractive fringe benefits **Please Note:** 

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# 7. JOB TITLE: ASSISTANT INTERNAL AUDITORS

# Job Purpose

• To assist in the performance of independent and objective assurance services to add value and improve operations.

Accountability: The Assistant Internal Auditor shall report to the Head of Department/Unit Qualification Required & Experience

• Bachelor's Degree in Finance, Accounting or a relevant discipline

**Remuneration:** Salary level SSSP 16L and other attractive fringe benefits **Please Note:** 

- Applicants for positions of OHLGS 1-OHLGS 9-OHLGS must have completed the mandatory National Service
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advertisement.

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# 8. JOB TITLE: ASSISTANT SOCIAL DEVELOPMENT OFFICER Job Purpose:

• To implement programmes for communal skills development for maximum social services delivery

Accountability: The Assistant Social Development Officer shall report to the Head of Department/Unit.

# Qualification Required & Experience

• Bachelor's Degree in Social Work, Guidance and Counselling, Psychology or relevant discipline

**Remuneration:** Salary level SSSP 16L and other attractive fringe benefits **Please Note:** 

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-Advertisements-

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9. JOB TITLE: ASSISTANT ENVIRONMENTAL HEALTH OFFICERS /

#### **ASSISTANTS**

The vacant position is as follows: Assistant Environmental Health Officers / Assistants (OHLGS 9)

**Accountability:** The Environmental Health Officer / Assistant shall report to the Head of Department/Unit.

## **Qualification Required & Experience**

• Certificate/Diploma in Environmental Health from a recognised school of hygiene

**Remuneration:** Salary level SSSP 11L and 13L other attractive fringe benefits **Please Note:** 

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Closing Date: 08 September, 2020

# 10. JOB TITLE: SENIOR SOCIAL DEVELOPMENT ASSISTANT

**Accountability:** The Senior Social Development Assistant shall report to the Head of Department/Unit.

#### **Qualification Required & Experience**

• Diploma in Social Work, Community Development, Sociology, Development Studies or its equivalence

**Remuneration:** Salary level SSSP 16L and other attractive fringe benefits **Please Note:** 

- Applicants for positions of OHLGS 1-OHLGS 9-OHLGS must have completed the mandatory National Service
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Closing Date: 08 September, 2020

## 11. JOB TITLE: ASSISTANT INTERNAL AUDITOR TRAINEES

**Accountability:** The Assistant Internal Auditor Trainee shall report to the Head of Department/Unit.

# **Qualification Required & Experience**

• HND in Accounting or relevant discipline

**Remuneration**: Salary level SSSP 15L and other attractive fringe benefits

#### Please Note:

- Applicants for positions of OHLGS 1-OHLGS 9-OHLGS must have completed the mandatory National Service
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