

**MODIBBO ADAMA UNIVERSITY, YOLA**  
(Office of the Registrar)

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**SCHEME OF SERVICE FOR SENIOR AND JUNIOR,  
ADMINISTRATIVE AND TECHNICAL STAFF**

(CONTISS/CONHESS 01-15 & CONMESS 01-07)

APPROVED BY COUNCIL ON:  
**Wednesday 14<sup>th</sup> December, 2022**

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# **PART - ONE**

## **SENIOR STAFF**

(CONTISS/CONHESS 06-15 & CONMESS 01-07)



**A1. ACADEMIC PLANNING OFFICER CADRE**

Minimum entry qualification is first degree from a recognized University plus National Serves NYSC/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

RANK	SALARY SCALE	REQUIREMENTS	NEXT RANK
Academic Planning Officer II	CONTISS 07	i. By Appointment: Minimum entry qualifications.	Academic Planning Officer II
Academic Planning Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Planning Officer II with three (3) years' time in rank.	Senior Academic Planning Officer
Senior Academic Planning Officer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Planning Officer I with three (3) years' time in rank. iii. <b>Terminal rank for first degree holders.</b>	Principal Academic Planning Officer
Principal Academic Planning Officer	CONTISS 11	i. By Appointment: Minimum entry qualification with at least a Master degree in Statistics, Educational Planning and Administration or Curriculum Development or equivalent with nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Planning Officer with a Master degree plus three (3) years' time in rank.	Assistant Chief Academic Planning Officer
Assistant Chief Academic Planning Officer	CONTISS 12	i. By Appointment: Minimum entry qualification plus Master's degree with twelve (12) years post qualification working experience, three (3) of which must be in University Academic Planning cadre. ii. Promotion Avenue for Principal Planning Officer with three (3) years' time in rank.	Chief Academic Planning Officer
Chief Academic Planning Officer	CONTISS 13	i. By Appointment: Minimum entry qualification plus Master's degree with fifteen (15) years post qualification working experience, six (6) years of which must be in University Academic Planning cadre. ii. Promotion Avenue for Assistant Chief Planning Officer Plus three (3) years' time in rank.	Deputy Director Academic Planning

Deputy Director Academic Planning	CONTISS 14	<ul style="list-style-type: none"> <li data-bbox="635 159 1273 367">i. By Appointment: Minimum entry qualification plus Master's degree with plus nineteen (19) years post qualification working experience, eight (8) years of which must be in University Academic Planning cadre.</li> <li data-bbox="635 405 1273 472">ii. Promotion Avenue for Chief Planning Officer with four (4) years' time in rank.</li> </ul>	Director Academic Planning
Director Academic Planning	CONTISS 15	<ul style="list-style-type: none"> <li data-bbox="635 479 1273 687">i. By Appointment: Minimum entry qualification plus Master's degree with at least twenty three (23) years post qualification working experience, eight (8) years of which must be in University Academic Planning cadre.</li> <li data-bbox="635 725 1273 752">ii. <b>Position to be filled by appointment.</b></li> </ul>	



**A2. ACCOUNTANT CADRE**

Minimum entry qualification is first degree in Accountancy and relevant field from a recognized University plus National Service NYSC/ exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Accountant II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Accountant I
Accountant I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Accountant II with three (3) years' time in rank.	Senior Accountant
Senior Accountant	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Accountant I with three (3) years' time in rank.	Principal Accountant
Principal Accountant	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience and Membership of recognized professional body such as ICAN, ANAN, ACA, ACCA, ICMA etc, with three (3) years post qualification experience. ii. Promotion Avenue for Principal Accountant with three (3) years' time in rank and membership of professional body.	Assistant Chief Accountant
Assistant Chief Accountant	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience and Membership of recognized professional body with six (6) years post qualification experience. ii. Promotion Avenue for Principal Accountant with three (3) years' time in rank.	Chief Accountant

Chief Accountant	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience Membership of professional body with nine(9) years qualification experience.</li> <li>ii. Promotion Avenue for Assistant Chief Accountant with full professional qualification with at least three (3) years' time in rank.</li> <li>iii. Terminal rank for third class and pass degree holders without additional qualification.</li> </ul>	Deputy Bursar
Deputy Bursar	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus nineteen (19) years post qualification working experience. In addition the candidate must be a fully qualified Professional Accountant.</li> <li>ii. Promotion Avenue for Chief Accountant with four (4) years' time in rank.</li> </ul>	Senior Deputy Bursar
Senior Deputy Bursar	CONTISS 15	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus twenty three (23) years post qualification working experience, eleven (11) of which must be in University Administration. Possession of Membership of relevant professional body and Master's degree.</li> <li>ii. Promotion Avenue for Deputy Bursar on CONTISS 14/9 Salary scale and a Masters degree.</li> <li>iii. Successful completion of tenure as Bursar.</li> </ul>	
Bursar	Consolidated	<b>Position to be filled by appointment.</b>	

**A3. ADMINISTRATIVE OFFICER CADRE**

Minimum entry qualification is first degree from recognized institution with National Youth Service NYSC/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Administrative Assistant	CONTISS 07	i. By Appointment: Minimum entry qualification.	Administrative Assistant
Administrative Officer	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience.  ii. Promotion Avenue for Administrative Assistant with three (3) years' time in rank.	Assistant Registrar
Assistant Registrar	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience, a year (1) of which must be in administration of a tertiary institution.  ii. Promotion Avenue for Administrative Officer with three (3) years' time in rank.	Senior Assistant Registrar II
Senior Assistant Registrar II	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience, three (3) of which must be in administration of a tertiary Institution, plus membership of relevant professional bodies such as NIM, IPMN, NIPR, IPMA, ANUPA, CIPM, NES etc.  ii. Promotion Avenue for Assistant Registrar with (three (3) years' time in rank plus Membership of relevant professional bodies.	Senior Assistant Registrar I
Senior Assistant Registrar I	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience, five (5) of which must be in Administration of a tertiary Institution.  ii. Promotion Avenue for Senior Assistant registrar II with three (three (3) years' time in rank.	Principal Assistant Registrar

Principal Assistant Registrar	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience, seven (7) of which must be in administration of a tertiary Institution.</li> <li>ii. Promotion Avenue for Senior Assistant Registrar I with three (3) years' time in rank.</li> <li>iii. Terminal rank for third class and pass degree holders without additional qualification.</li> </ul>	Deputy Registrar
Deputy Registrar	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus nineteen 19 years post qualification working experience, nine (9) of which must be in University Administration.</li> <li>ii. Promotion Avenue for Principal Assistant Registrar with four (4) years' time in rank.</li> </ul>	Senior Deputy Registrar
Senior Deputy Registrar	CONTISS 15	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus twenty three (23) years post qualification working experience, eleven (11) of which must be in University Administration. Possession of Membership of relevant professional body and Masters degree.</li> <li>ii. Promotion Avenue for Deputy Registrar on CONTISS 14/9 Salary scale and Masters degree.</li> <li>iii. Successful completion of tenure as Registrar.</li> </ul>	
Registrar	Consolidated	<b>Position to be filled by appointment.</b>	

**A4. ARCHITECT CADRE**

Minimum entry qualification is first degree (B.Sc/B.Tech) in Architect from a recognized University and National Serves NYSC/exemption/exclusion Certificate. Third Class and Pass degree holders must be examined and interviewed before employment. Minimum entry point for Masters degree holders is Architect I.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Architect II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Architect I
Architect I	CONTISS 08	i. By Appointment: Minimum entry qualification with three (3) years post qualification working experience. ii. Promotion Avenue for Architect II with three (3) years' time in rank.	Senior Architect
Senior Architect	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Architect I with three (3) years' time in rank.	Principal Architect
Principal Architect.	CONTISS 11	i. By Appointment: Minimum entry qualification with nine (9) years post qualification working experience, plus membership of the Architect Registration Council of Nigeria (ARCON). ii. Promotion Avenue for Senior Architect with three (3) years' time in rank and membership of Architect Registration Council of Nigeria (ARCON).	Assistant Chief Architect
Assistant Chief Architect	CONTISS 12	i. By Appointment: Minimum entry qualification with twelve (12) years post qualification working experience plus membership of the Architect Registration Council of Nigeria (ARCON). ii. Promotion Avenue for Principal Architect with three (3) years' time in rank and membership of ARCON.	Chief Architect
Chief Architect	CONTISS 13	i. By Appointment: Minimum entry qualification with fifteen (15) years post qualification working experience plus membership of Architect Registration Council of Nigeria membership of ARCON plus. ii. Promotion Avenue for Assistant Chief Architect with three (3) years' time in rank and membership of ARCON. iii. Terminal rank for third class and pass degree holders without additional qualification.	Deputy Director Physical Planning

Deputy Director Physical Planning	CONTISS 14	<ul style="list-style-type: none"> <li data-bbox="644 159 1273 331">i. By Appointment: Minimum entry qualification nineteen (19) years post qualification working experience plus membership of Architect Registration Council of Nigeria (ARCON).</li> <li data-bbox="644 371 1273 544">ii. Promotion Avenue for Chief Architect with four (4) years' time in rank and plus membership of Architect Registration Council of Nigeria (ARCON).</li> </ul>	Director, Physical Planning
Director Physical Planning	CONTISS 15	<ul style="list-style-type: none"> <li data-bbox="644 551 1273 723">i. By Appointment: Minimum entry qualification with twenty three (23) years working experience plus membership of Architect Registration Council of Nigeria (ARCON).</li> <li data-bbox="644 748 1273 779">ii. <b>Position to be filled by appointment.</b></li> </ul>	

**B1. BINDERY OFFICER CADRE**

Minimum Entry Qualification for:

- I. Bindery Assistant: Ordinary National Diploma in Printing, Bindery, Library and Information Science or related courses from recognized institution.
  
- II. Bindery Officer II: Higher National Diploma (HND) in Printing, Bindery, Library and Information Science or related courses from recognized institution. National Youth Service NYSC/exemption/exclusion certificate.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Bindery Assistant	CONTISS 06	i. By Appointment: Minimum Entry Qualification I.	Bindery Officer II
Bindery Officer II	CONTISS 07	i. By Appointment: Minimum Entry Qualification II.  ii. Promotion Avenue for Bindery Assistant with three (3) years' Time in Rank.	Bindery Officer I
Bindery Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification II plus three (3) years post qualification working experience.  ii. Promotion Avenue for Bindery Officer with three (3) years' Time in Rank.  iii. <b>Terminal rank for Diploma holders.</b>	Senior Bindery Officer
Senior Bindery Officer	CONTISS 09	i. By Appointment: Minimum entry qualification II plus six (6) years post qualification working experience.  ii. Promotion Avenue for Senior Bindery Officer II with three (3) years' Time in Rank.	Principal Bindery Officer
Principal Bindery Officer	CONTISS 11	i. By Appointment: Minimum entry qualification II plus nine (9) years post qualification working experience, three (3) of which must be printing and binding work.  ii. Promotion Avenue for Senior Bindery Officer I with three (3) years' Time in Rank plus Membership of relevant professional bodies.	.Assistant Chief Bindery Officer

.Assistant Chief Bindery Officer	CONTISS 12	<ul style="list-style-type: none"> <li data-bbox="644 159 1219 331">i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience, five (5) of which must be in printing and binding work.</li> <li data-bbox="644 371 1219 472">ii. Promotion: Promotion Avenue for Principal Bindery Officer II with three (3) years' Time in Rank.</li> </ul>	Chief Bindery Officer
Chief Bindery Officer	CONTISS 13	<ul style="list-style-type: none"> <li data-bbox="644 479 1219 685">i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience, seven (7) of which must be in printing and binding work.</li> <li data-bbox="644 725 1219 826">ii. Promotion Avenue for Principal Bindery Officer I with three (3) years' Time in Rank.</li> <li data-bbox="644 866 1219 893">iii. <b>Terminal rank for the Cadre</b></li> </ul>	



**B2. BUILDING OFFICER CADRE**

Minimum entry qualification is first degree in Building or relevant field from a recognized University or equivalent, plus National Service NYSC/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Building Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Building Officer I
Building Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience.  ii. Promotion Avenue for Building Officer II with three (3) years' time in rank.	Senior Building Officer
Senior Building Officer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience.  ii. Promotion Avenue for Building Officer I with three (3) years' time in rank.	Principal Building Officer
Principal Building Officer	CONTISS 11	i. By Appointment: Minimum entry qualification, membership of the Council of Registered Builders of Nigeria (CORBON) plus nine (9) years post qualification working experience.  ii. Promotion Avenue for Senior Building Officer with three (3) years' time in rank and membership of CORBON.	Assistant Chief Building Officer
Assistant Chief Building Officer	CONTISS 12	i. By Appointment: Minimum entry qualification, membership of CORBON plus twelve (12) years post qualification working experience.  ii. Promotion Avenue for Principal Building Officer with three (3) years' time in rank and membership of CORBON.	Chief Building Officer

Chief Building Officer	CONTISS 13	<ul style="list-style-type: none"> <li>i. Appointment: Minimum entry qualification and membership of professional of (CORBON) plus fifteen (15) years post qualification working experience.</li> <li>ii. Promotion Avenue for Assistant Chief Building Officer with three (3) years' time in rank and membership of CORBON.</li> <li>iii. Terminal rank for third class and pass degree holders without additional qualification.</li> </ul>	Deputy Director Works
Deputy Director Works	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification, registered membership of CORBON plus nineteen (19) years post qualification working experience.</li> <li>ii. Promotion Avenue for Chief Building Officer with four (4) years' time in rank and membership of CORBON.</li> </ul>	Director Works
Director Works	CONTISS 15	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification, registered membership of CORBON plus twenty two (22) years post qualification working experience.</li> <li>ii. <b>Position to be filled by appointment..</b></li> </ul>	

**C1. CAMPUS PLANNING OFFICER CADRE**

The minimum entry qualification is first degree in Urban and Regional Planning (URP) from a recognized University or an equivalent plus National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Campus Planning Officer II	CONTISS 07	i. Appointment: Minimum entry qualification.	Campus Planning Officer I
Campus Planning Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification with three (3) years post qualification working experience. ii. Promotion Avenue for Planning Officer II with three (3) years' time in rank.	Senior Campus Planning Officer
Senior Campus Planning Officer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Planning Officer I with three (3) years' time in rank	Principal Campus Planning Officer
Principal Campus Planning Officer	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience and membership of registered professional body (TOPREC). ii. Promotion Avenue for Senior Planning Officer with three (3) years' time in rank and membership of professional the Town Planners Registration Council of Nigeria (TOPREC).	Assistant Chief Campus Planning Officer
Assistant Chief Campus Planning Officer	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience and membership of registered professional body (TOPREC). ii. Promotion Avenue for Principal Planning Officer with three (3) years' time in rank	Chief Campus Planning Officer
Chief Campus Planning Officer	CONTISS 13	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience and membership of registered professional body (TOPREC). ii. Promotion Avenue for Assistant Chief Planning Officer with three (3) years' time in rank. iii. Terminal rank for third class and pass degrees holders without additional qualification.	Deputy Director Campus Planning

Deputy Director Campus Planning	CONTISS 14	<p>i. By Appointment: Minimum entry qualification plus nineteen (19) years post qualification working experience and membership of registered professional body (TOPREC).</p> <p>ii. Promotion Avenue for Chief Planning Officer with four (4) years' time in rank.</p>	Director Physical Planning
Director Physical Planning	CONTISS 15	<p>iii. By Appointment: Minimum entry qualification plus twenty three (23) years post qualification working experience and membership of registered professional body (TOPREC).</p> <p>iv. <b>Vacancy to be filled by appointment.</b></p>	

**C2. CATERING OFFICER CADRE**

Minimum entry qualification for:

- I. Assistant Catering Officer: National Diploma in relevant field from a recognized institution.
- II. Catering Officer II: First degree or Higher National Diploma (HND) in Home Economics, Food Science, or equivalent or plus National Youth Service Corps NYSC/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Catering Officer	CONTISS 06	i. By Appointment: Minimum entry qualification I.	Catering Officer II
Catering Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification II .  ii. Promotion Avenue for Assistant Catering Officer with three (3) years' time in rank.	Catering Officer I
Catering Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification II with three (3) years post qualification working experience.  ii. Promotion Avenue for Catering Officer II with three (3) years' time in rank.  iii. Terminal rank for Diploma holders or equivalent.	Senior Catering Officer
Senior Catering Officer	CONTISS 09	i. By Appointment: Minimum entry qualification II with six (6) years post qualification working experience.  ii. Promotion Avenue for Catering Officer I with HND or equivalent plus three (3) years' time in rank.	Principal Catering Officer
Principal Catering Officer	CONTISS 11	i. By Appointment: Minimum entry qualification II with nine (9) years post qualification working experience.  ii. Promotion Avenue for Senior Catering Officer with three (3) years' time in rank with membership of professional bodies. OR iii. Promotion Avenue for Senior Catering Officer with four (4) years' time in rank for those without a professional body.	Assistant Chief Catering Officer

Assistant Chief Catering Officer	CONTISS 12	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with twelve (12) years post qualification working experience.</li> <li>ii. Promotion Avenue for Principal Catering Officer with at least three (3) years' time in rank.</li> </ul>	Chief Catering Officer
Chief Catering Officer	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with fifteen (15) years post qualification working experience.</li> <li>ii. Promotion Avenue for Assistant Chief Catering Officer with at least three (3) years' time in rank.</li> <li>iii. Terminal Rank for HND, third class and pass degree holders without additional qualifications.</li> </ul>	Senior Chief Catering Officer
Senior Chief Catering Officer	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II for first Degree holders with nineteen (19) years post qualification working experience.</li> <li>ii. Promotion Avenue for Chief Catering Officer with four (4) years' time in rank.</li> <li>iii. <b>Terminal Rank for the Cadre.</b></li> </ul>	

**C3. COMPUTER OPERATOR OFFICER CADRE**

Minimum entry qualification for the cadre is first degree or Higher National Diploma (HND) in Computer Science, Computer/Electrical Engineering or equivalent qualification from a recognized institution and completion of NYSC/Exemption/Exclusion. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Operations Officer	CONTISS 07	i. By Appointment: Minimum entry qualification.	Operations Officer
Operations Officer	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Assistant Operations Officer with three (3) years' time in rank.	Senior Operations Officer
Senior Operations Officers	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Operations Officer with three (3) years' time in rank.	Principal Operations Officer
Principal Operations Officers	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience with membership of professional body. ii. Promotion Avenue for Senior Operations Officer with three (3) years' time in rank with membership of relevant professional body. OR iii. Promotion Avenue for Senior Operations Officer with four (4) years' time in rank for those without a relevant professional body.	Assistant Chief Operation Officer
Assistant Chief Operations Officer	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience with membership of professional body. ii. Promotion Avenue for Principal Operations Officer with three (3) years time in rank.	Chief Operations Officer
Chief Operations Officer	CONTISS 13	i. By Appointment: Minimum entry qualification plus 15 years post qualification working experience with membership of professional body. ii. Promotion Avenue for Assistant Chief Operations Officer with three (3) years' time in rank. iii. Terminal rank for third class and pass degrees holders without additional qualification.	Deputy Director ICT

Deputy Director ICT	CONTISS 14	<ul style="list-style-type: none"> <li data-bbox="635 152 1264 367">i. By Appointment: Minimum entry qualification plus at least a Master’s degree with at least nineteen (19) years post qualification working experience with membership of professional body.</li> <li data-bbox="635 389 1264 495">ii. Promotion Avenue for Chief Operations Officer with four (4) years’ time in rank.</li> </ul>	Director ICT
Director ICT	CONTISS 15	<ul style="list-style-type: none"> <li data-bbox="635 495 1264 732">i. By Appointment: Minimum entry qualification with Master’s degree and 23 years post qualification cognate experience with membership of professional body.; or nineteen (19) years with Ph.D.</li> <li data-bbox="635 743 1264 779"><b>ii. Vacancy to be filled by appointment.</b></li> </ul>	



**C4. CYBER SECURITY CADRE**

Minimum entry qualification for the cadre is first degree in Cyber Security, Computer Forensics, Computer Science, Computer/Electrical Engineering or equivalent qualification from a recognized institution and completion of NYSC/Exemption/Exclusion. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Cyber Security Analyst II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Cyber Security Analyst I
Cyber Security Analyst I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Cyber Security Analyst II with three (3) years' time in rank.	Senior Cyber Security Analyst
Senior Cyber Security Analyst	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Cyber Security Analyst I with three (3) years' time in rank.	Principal Cyber Security Analyst
Principal Cyber Security Analyst	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience with membership of professional body. ii. Promotion Avenue for Senior Cyber Security Analyst with three (3) years' time in rank and Membership of professional body.	Assistant Chief Cyber Security Analyst
Assistant Chief Cyber Security Analyst	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience with membership of professional body. ii. Promotion Avenue for Principal Cyber Security Analyst with three (3) years' time in rank.	Chief Cyber Security Analyst
Chief Cyber Security Analyst	CONTISS 13	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience with membership of professional body. ii. Promotion Avenue for Assistant Chief Cyber Security Analyst with three (3) years' time in rank. iii. Terminal rank for third class and pass degrees holders without additional qualification.	Deputy Director
Deputy Director	CONTISS 14	i. By Appointment: Minimum entry qualification plus nineteen (19) years post qualification working experience with membership of professional body. ii. Promotion Avenue for Chief Cyber Security Analyst with four (4) years' time in rank.	Director ICT

<p style="text-align: center;">Director ICT</p>	<p style="text-align: center;">CONTISS 15</p>	<p><b>i.</b> By Appointment: Minimum entry qualification with Master’s degree and twenty three (23) years post qualification cognate experience; or nineteen (19) years’ experience with a Ph.D.</p> <p><b>ii. Vacancy to be filled by appointment.</b></p>	
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**D1. DATA ANALYST CADRE**

Minimum entry qualification for the cadre is first degree in Statistics, Data Science or equivalent qualification from a recognized institution and completion of NYSC/Exemption/Exclusion. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Data Analyst II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Data Analyst I
Data Analyst I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Data Analyst II with three (3) years' time in rank.	Senior Data Analyst
Senior Data Analyst	CONTISS 09	i. By Appointment Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Data Analyst with three (3) years' time in rank.	Principal Data Analyst
Principal Data Analyst	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience with membership of professional body. ii. Promotion Avenue for Senior Data Analyst with three (3) years' time in rank and Membership of relevant professional body.	Assistant Chief Data Analyst
Assistant Chief Data Analyst	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience with membership of professional body. ii. Promotion Avenue for Principal Data Analyst with three (3) years' time in rank.	Chief Data Analyst
Chief Data Analyst	CONTISS 13	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience with membership of professional body. ii. Promotion Avenue for Assistant Chief Data Analyst with three (3) years' time in rank. iii. Terminal rank for third class and pass degrees holders without additional qualification.	Deputy Director ICT

Deputy Director ICT	CONTISS 14	i. By Appointment: Minimum entry qualification plus at least a Master's degree with at least 19 years post qualification working experience with membership of professional body.  ii. Promotion Avenue for Chief Data Analyst who has spent at least four (4) years on the grade.	Director ICT
Director ICT	CONTISS 15	i. By Appointment: Minimum entry qualification with Master's degree and twenty three (23) years post qualification cognate experience with membership of professional body.; or nineteen (19) years' experience with a Ph.D.  ii. <b>Vacancy to be filled by appointment.</b>	

**D2. DRIVER CADRE**

Minimum Entry Qualification for:

- I. Chief Driver/Transport Officer III: Certificate in Automobile, Grade E driving License with Trade Test I certificate.
- II. Transport Officer II: Diploma in Automobile/Mechanical Engineering or equivalent, Grade E driving License with Trade Test I Certificate.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Chief Driver/Transport Officer III	CONTISS 06	<ol style="list-style-type: none"><li>i. By Appointment: Minimum entry qualification I with at least sixteen (16) years driving experience.</li><li>ii. Promotion Avenue for Senior Driver with three (3) years' time in rank</li><li>iii. The cadre terminates for Drivers without a Diploma in Automobile/Mechanical Engineering.</li></ol>	Transport Officer II
Transport Officer II	CONTISS 07	<ol style="list-style-type: none"><li>i. By Appointment: Minimum entry qualification II</li><li>ii. Promotion Avenue for Transport Officer III with three (3) years' time in rank and Diploma in Automobile/Mechanical Engineering .</li></ol>	Transport Officer I
Transport Officer I	CONTISS 08	<ol style="list-style-type: none"><li>i. By Appointment: Minimum entry qualification II, with six (6) years driving experience.</li><li>ii. Promotion Avenue for Transport Officer II with three (3) years' time in rank</li><li>iii. <b>Promotion to this rank is subject to availability of vacancy.</b></li></ol>	<b>Terminal rank for the cadre</b>

**E1 - ENGINEERING OFFICER CADRE**

Minimum entry qualification is first degree in Engineering or equivalent from a recognized University, plus National Youth Service Corps NYSC/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Engineer II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Engineer I
Engineer I	CONTISS 08	i. By Appointment: Minimum entry qualification with three (3) years post qualification working experience. ii. Promotion Avenue for Engineer II with three (3) years' time in rank.	Senior Engineer
Senior Engineer	CONTISS 09	i. By Appointment: Minimum entry qualification six (6) years post qualification working experience. ii. Promotion Avenue for Engineer I with three (3) years' time in rank.	Principal Engineer
Principal Engineer	CONTISS 11	i. By Appointment: Minimum entry qualification with nine (9) years post qualification working experience and membership of the Council of Registered Engineers of Nigeria (COREN). ii. Promotion Avenue for Senior Engineer with three (3) years' time in rank, and membership of professional body (COREN).	Assistant Chief Engineer
Assistant Chief Engineer	CONTISS 12	i. By Appointment: Minimum entry qualification and membership of COREN plus twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Engineer with three (3) years' time in rank and registered membership of COREN.	Chief Engineer
Chief Engineer	CONTISS 13	i. By Appointment: Minimum entry qualification and registered membership of COREN, with fifteen (15) years post qualification working experience with membership of COREN. ii. Promotion Avenue for Assistant Chief Engineer with three (3) years' time in rank. iii. Terminal rank for third class and pass degree holders without additional qualification.	Deputy Director Works/Physical planning
Deputy Director Works/Physical planning	CONTISS 14	i. By Appointment: Minimum entry qualification and registered membership of COREN, with nineteen (19) years post qualification working experience with membership of COREN ii. Promotion Avenue for Chief Engineer with four (4) years' time in rank and registered membership of COREN.	Director Works/Physical planning

<p>Director Works/Physical planning</p>	<p>CONTISS 15</p>	<p>i. By Appointment: Minimum entry qualification and registered membership of COREN, with twenty three (23) years post qualification working experience.</p> <p>ii. <b>Position to be filled by appointment.</b></p>	
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**E2. EXECUTIVE OFFICER (Account/Admin/Computer Operator) CADRE**

Minimum entry qualification for:

- I. Assistant Executive Officer: National Diploma or equivalent in relevant field from recognized Institution.
- II. Executive Officer II: Higher National Diploma (HND) in relevant field from recognized institution plus National Youth Service NYSC/Exception/Exclusion Certificate.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Executive Officer	CONTISS 06	i. By Appointment: Minimum entry qualification I.	Executive Officer II
Executive Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification II ii. Promotion Avenue for Assistant Executive Officer with three (3) years' time in rank.	Executive Officer I
Executive Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification II with three (3) years post qualification working experience. ii. Promotion Avenue for Executive Officer II with three (3) years' time in rank. iii. Terminal rank for Diploma holders or equivalent.	Senior Executive Officer
Senior Executive Officer	CONTISS 09	i. By Appointment: Minimum entry qualification II with six (6) years post qualification working experience. ii. Promotion Avenue for Executive Officer I with three (3) years' time in rank.	Principal Executive Officer
Principal Executive Officer	CONTISS 11	i. By Appointment: Minimum entry qualification II with nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Executive Officer with three (3) years' time in rank	Assistant Chief Executive Officer
Assistant Chief Executive Officer	CONTISS 12	i. By Appointment: Minimum entry qualification II with twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Executive Officer with three (3) years' time in rank.	Chief Executive Officer
Chief Executive Officer	CONTISS 13	i. By Appointment: Minimum entry qualification II with fifteen (15) years post qualification working experience. ii. Promotion Avenue for Assistant Chief Executive Officer with three (3) years' time in rank. iii. <b>Terminal rank for the cadre.</b>	



**F1. FARM OFFICER CADRE:**

Minimum entry qualification is first degree in relevant fields of Agriculture from a recognized University plus National Youth Service Corps NYSC/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

RANK	SALARY SCALE	REQUIREMENTS	NEXT RANK
Farm Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Farm Officer I
Farm Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Farm Officer II with three (3) years' time in rank.	Senior Farm Officer
Senior Farm Officer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Farm Officer I with three (3) years' time in rank.	Principal Farm Officer
Principal Farm Officer	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Farm Officer with three (3) years' time in rank with membership of professional body. OR iii. Promotion Avenue for Senior Farm Officer with four (4) years' time in rank for those without a membership of professional body.	Assistant Chief Farm Officer
Assistant Chief Farm Officer	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Farm Officer with three (3) years' time in rank.	Chief Farm Officer
Chief Farm Officer	CONTISS 13	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience. ii. Promotion Avenue for Assistant Chief Farm Officer with three (3) years' time in rank. iii. Terminal rank for third class and pass degree holders without additional qualification.	Deputy Farm Manager
Deputy Farm Manager	CONTISS 14	i. By Appointment: Minimum entry qualification plus a Master's degree in relevant field, with nineteen (19) years post qualification working experience. ii. Promotion Avenue for Chief Farm Officer with four (4) years' time in rank.	Farm Manager
Farm Manager	CONTISS 15	i. By Appointment: Minimum entry qualification plus Master's Degree with at least twenty three (23) years post qualification (first degree) working experience. ii. <b>The position to be filled by appointment.</b>	

**F2. FIRE OFFICER CADRE**

The Minimum Entry Qualification for:

- I. Assistant Fire Officer: National Diploma or equivalent in relevant field from a recognized institution field from a recognized institution.
- II. Fire Officer II: Higher National Diploma (HND) and first degree from a recognized institution, plus National Youth Service (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Fire Officer	CONTISS 06	i. By Appointment: Minimum Entry Qualification I	Fire Officer II
Fire Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification II  ii. Promotion Avenue for Assistant Fire Officer with three (3) years' time in rank.	Fire Officer I
Fire Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification II plus three (3) years post qualification working experience.  ii. Promotion Avenue for Fire Officer II with three (3) years' time in rank.  iii. Terminal rank for Diploma holders or equivalent.	Senior Fire Officer
Senior Fire Officer	CONTISS 09	i. By Appointment: Minimum entry qualification II plus six (6) years post qualification working experience  ii. Promotion Avenue for Fire Officer I with three (3) years' time in rank	Principal Fire Officer
Principal Fire Officer	CONTISS 11	i. By Appointment: Minimum entry qualification II plus nine (9) years post qualification working experience  ii. Promotion Avenue for Senior Fire Officer with three (3) years' time in rank and Membership of professional body. OR iii. Promotion Avenue for Senior Fire Officer with four (4) years' time in rank for staff without membership of professional body.	Assistant Chief Fire Officer
Assistant Chief Fire Officer	CONTISS 12	i. By Appointment: Minimum entry qualification II plus twelve (12) years post qualification working experience  ii. Promotion Avenue for Senior Fire Officer with three (3) years' time in rank	Chief Fire Officer

Chief Fire Officer	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II plus fifteen (15) years post qualification working experience</li> <li>ii. Promotion Avenue for Senior Fire Officer with three (3) years' time in rank</li> <li>iii. Terminal rank for Higher National Diploma (HND), third class and pass degree holders without additional qualifications.</li> </ul>	Deputy Director Fire Service
Deputy Director Fire Service	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II plus nineteen (19) years post qualification working experience.</li> <li>ii. Promotion Avenue for Chief Fire Officer with four (4) years' time in rank.</li> </ul>	Director Fire Service

**F3 FOREMAN CADRE:**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Senior Foreman	CONTISS 06	<ul style="list-style-type: none"> <li>i. Promotion Avenue for Foreman with three (3) years' time in rank.</li> <li>ii. Trade Test I with at least six (6) Years' time in rank</li> </ul>	This Cadre Terminates here

**G1. GUIDANCE AND COUNSELING OFFICER CADRE**

Minimum entry qualification is first degree in Psychology, Guidance and Counseling, Educational Management or related courses from recognized institution with National Youth Service NYSC/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Counseling Assistant	CONTISS 07	i. By Appointment: Minimum Entry Qualification.	Counseling Officer
Counseling Officer	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience.  ii. Promotion Avenue for Counseling Assistant with three (3) years' Time in Rank.	Senior Counseling Officer
Senior Counseling Officer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience.  ii. Promotion Avenue for Counseling Officer with three (3) years' Time in Rank.	Principal Counseling Officer
Principal Counseling Officer	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience, three (3) of which must be in the administration of a tertiary Institution plus membership of Counseling Association of Nigeria etc or relevant professional bodies.  ii. Promotion Avenue for Senior Counseling Officer II with three (3) years' Time in Rank plus Membership of relevant professional bodies.	Assistant Chief Counseling Officer
Assistant Chief Counseling Officer	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience, five (5) of which must be in Administration of a tertiary Institution.  ii. Promotion Avenue for Senior Counseling Officer I with three (three) years' Time in Rank.	Chief Counseling Officer

Chief Counseling Officer	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience, seven (7) of which must be in administration of a tertiary Institution.</li> <li>ii. Promotion Avenue for Principal Counseling Officer with three (3) years' Time in Rank.</li> <li>iii. Terminal rank for third class and pass degree holders without additional qualifications.</li> </ul>	Deputy Director Guidance and Counseling
Deputy Director Guidance and Counseling	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus nineteen (19) years post qualification working experience, with Master's degree in psychology or related field, nine (9) of which must be in the University Administration.</li> <li>ii. Promotion Avenue for Chief Counseling Officer with four (4) years' Time in Rank and a Master's degree.</li> </ul>	Director Guidance and Counseling
Director Guidance and Counseling	CONTISS 15	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus twenty three (23) years post qualification working experience with Master's degree, eleven (11) of which must be in the University Administration plus membership of relevant professional body. Possession of Ph.D degree will be advantage.</li> <li>ii. <b>Position to be filled by appointment.</b></li> </ul>	

**I1. I.T. MARKETING OFFICER CADRE**

Minimum entry qualification for the cadre is first degree in Marketing, Business Management, Economics or equivalent qualification from a recognized institution and completion of NYSC/exemption/exclusion. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
IT Marketing Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification.	IT Marketing Officer I
IT Marketing Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Marketing Officer with three (3) years' time in rank.	Senior IT Marketing Officer
Senior IT Marketing Officer	CONTISS 09	i. Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Marketing Officers with three (3) years' time in rank.	Principal IT Marketing Officer
Principal Marketing Officers	CONTISS 11	i. Minimum entry qualification plus nine (9) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Senior Marketing Officers with three (3) years' time in rank.	Assistant Chief IT Marketing Officer
Assistant Chief IT Marketing Officer	CONTISS 12	i. Minimum entry qualification plus twelve (12) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Principal Marketing Officer with three (3) years' time in rank.	Chief IT Marketing Officer
Chief IT Marketing Officer	CONTISS 13	i. Minimum entry qualification plus fifteen (15) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Assistant Chief Marketing Officer with three (3) years' time in rank. iii. Terminal rank for third class and pass degrees holders without additional qualification.	Deputy Director ICT
Deputy Director ICT	CONTISS 14	i. Minimum entry qualification plus at least a Master's degree with at least nineteen (19) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Chief IT Marketing Officer with at least 4 years on the grade.	Director ICT

<p>Director ICT</p>	<p>CONTISS 15</p>	<p>i. By Appointment: Minimum entry qualification with Master's degree and twenty three (23) years post qualification cognate experience; or nineteen (19) years' experience with a Ph.D.</p> <p>ii. <b>Vacancy to be filled by appointment.</b></p>	
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## 12. **INTERNAL AUDITOR CADRE**

Minimum entry qualification is first degree from a recognized institution, plus National Youth Service (NYSC)/Exemption/Exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Internal Auditor II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Internal Auditor I
Internal Auditor I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience.  ii. Promotion Avenue for Auditor II with three (3) years' time in rank.	Senior Internal Auditor
Senior Internal Auditor	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience.  ii. Promotion Avenue for Internal Auditor I with three (3) years' time in rank.	Principal Internal Auditor
Principal Internal Auditor	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience plus registered membership of professional Accounting body such as ICAN, ANAN, ACA, ICMA, etc.  ii. Promotion Avenue for Senior Internal Auditor with three (3) years' time in rank and Membership of Accounting professional body.	Assistant Chief Internal Auditor
Assistant Chief Internal Auditor	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience, plus registered membership of Accounting professional body.  ii. Promotion Avenue for Principal Internal Auditor with three (3) years' time in rank	Chief Internal Auditor
Chief Internal Auditor	CONTISS 13	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience, plus registered members of Accounting professional body.  ii. Promotion Avenue for Assistant Chief Internal Auditor with three (3) years' time in rank.  iii. Terminal rank for third class and pass degree holders without additional qualifications.	Deputy Director Internal Audit



Deputy Director Internal Audit	CONTISS 14	<ul style="list-style-type: none"> <li data-bbox="544 147 1254 293">i. By Appointment: Minimum entry qualification plus nineteen (19) years post qualification working experience, plus registered members of Accounting professional body.</li> <li data-bbox="544 327 1254 398">ii. Promotion Avenue for Chief Internal Auditor with four (4) years' time in rank</li> </ul>	Director Internal Audit
Director Audit	CONTISS 15	<ul style="list-style-type: none"> <li data-bbox="544 398 1254 613">i. By Appointment: Minimum entry qualification plus nineteen (19) years post qualification working experience, plus registered members of Accounting professional body. Possession of Master's degree would be an added advantage.</li> <li data-bbox="544 647 1254 687">ii. <b>Position to be filled by appointment.</b></li> </ul>	

**I3. INVESTMENT OFFICER CADRE:**

Minimum entry qualification is first degree in Business Management, Economic or Accounting from a recognized University plus NYSC/Exemption/Exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Investment Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Investment Officer I
Investment Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience ii. Promotion Avenue for Investment Officer II with three (3) years' time in rank	Senior Investment Officer
Senior Investment Officer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience ii. Promotion Avenue for Investment Officer I with three (3) years' time in rank	Principal Investment Officer
Principal Investment Officer	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Investment Officer with three (3) years' time in rank and Membership of professional body.	Assistant Chief Investment Officer
Assistant Chief Investment Officer	CONTISS 12	i. By Appointment: Minimum entry qualification plus 12 years post qualification working experience ii. Promotion Avenue for Principal Investment Officer with three (3) years' time in rank	Chief Investment Officer
Chief Investment Officer	CONTISS 13	i. By Appointment: Minimum entry qualification plus 15 years post qualification working experience. ii. Promotion Avenue for Assistant Chief Investment Officer with three (3) years' time in rank. iii. Terminal rank for third class and pass degree holders without additional qualifications.	Deputy Director Investment
Deputy Director Investment	CONTISS 14	i. By Appointment: Minimum entry qualification working experience plus nineteen years (19) working experience. ii. Promotion Avenue for Chief Investment Officer with four (4) years' time in rank plus a Master's degree in relevant field.	Director Investment

**L1. LABORATORY SCIENTIST CADRE**

The minimum entry qualifications for:

- I. Assistant Laboratory Scientist: National Diploma in relevant fields from a recognized institution.
- II. Laboratory Scientist II: First degree in relevant field from a recognized Institution and National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Lab. Scientist	CONTISS 06	i. By Appointment: Minimum entry qualification I	Laboratory Scientist II
Laboratory Scientist II	CONTISS 07	i. By Appointment: Minimum entry qualification II ii. Promotion Avenue for Assistant Laboratory Scientist with three (3) years' time in rank.	Laboratory Scientist I
Laboratory Scientist I	CONTISS 08	i. By Appointment: Minimum entry qualification II with three (3) years post qualification working experience. ii. Promotion Avenue for Laboratory Scientist II with three (3) years' time in rank. iii. Terminal rank for Diploma holders or equivalent.	Senior Laboratory Scientist
Senior Laboratory Scientist	CONTISS 09	i. By Appointment: Minimum entry qualification II with six (6) years post qualification working experience. ii. Promotion Avenue for Laboratory Scientist I with three (3) years' time in rank.	Principal Laboratory Scientist
Principal Laboratory Scientist	CONTISS 11	i. By Appointment: Minimum entry qualification II with nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Laboratory Scientist with three (3) years' time in rank and Membership of relevant Professional body.	Assistant Chief Laboratory Scientist
Assistant Chief Laboratory Scientist	CONTISS 12	i. By Appointment: Minimum entry qualification II with twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Laboratory Scientist with three (3) years' Time in Rank.	Chief Laboratory Scientist

Chief Laboratory Scientist	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with fifteen (15) years post qualification working experience.</li> <li>ii. Promotion Avenue for Assistant Chief Laboratory Scientist with three (3) years' time in rank.</li> <li>iii. Terminal rank for third class and pass degree holders without additional qualifications.</li> </ul>	Senior Chief Laboratory Scientist
Senior Chief Laboratory Scientist	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with eighteen (18) years post qualification working experience.</li> <li>ii. Promotion Avenue for Chief Laboratory Scientist with three (3) years' time in rank Plus Master's Degree in relevant field.</li> </ul>	Principal Chief Laboratory Scientist
Principal Chief Laboratory Scientist	CONTISS 15	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with eighteen (18) years post qualification working experience with Master degree.</li> <li>ii. <b>Position to be filled by appointment.</b></li> </ul>	

## L2. **LANDSCAPE OFFICER CADRE**

Minimum entry qualification is first degree from a recognized University in Agriculture, Botany or Higher National Diploma (HND) in any relevant field plus National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Landscape Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Landscape Officer I
Landscape Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience  ii. Promotion Avenue for Landscape Officer II with three (3) years' time in rank	Senior Landscape Officer
Senior Landscape Officer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience  ii. Promotion Avenue for Landscape Officer I with three (3) years' time in rank	Principal Landscape Officer
Principal Landscape Officer	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience.  ii. Promotion Avenue for Senior Landscape Officer with three (3) years' time in rank with Membership of Professional body. OR iii. Promotion Avenue for Senior Landscape Officer with four (4) years' time in rank for staff without a professional body.	Assistant Chief Landscape Officer
Assistant Chief Landscape Officer	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience.  ii. Promotion Avenue for Principal Landscape Officer with three (3) years' time in rank or four (4) years' time in rank without professional body.	Chief Landscape Officer
Chief Landscape Officer	CONTISS 13	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience.  ii. Promotion Avenue for Assistant Chief Landscape Officer with three (3) years' time in rank or four (4) years' time in rank without professional body.  iii. Terminal rank for Higher National Diploma (HND), third class and pass degree holders without additional qualifications.	Deputy Director Landscape

Deputy Director Landscape	CONTISS 14	<ul style="list-style-type: none"> <li data-bbox="523 147 1225 293">i. By Appointment: Minimum entry qualification plus nineteen (19) years post qualification working experience plus Master's Degree in relevant field.</li> <li data-bbox="523 327 1225 405">ii. Promotion Avenue for Chief Landscape Officer with four (4) years' time in rank.</li> </ul>	Director Landscape
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**L3. LEGAL OFFICER CADRE**

Minimum Entry Qualification is first degree in Law (LLB) and Barrister of Law (BL) Certificate plus the National Youth Service (NYSC)/exemption/exclusion certificate and legally qualified to practice as a Barrister and Solicitor in Nigeria. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Legal Officer	CONTISS 08	i. By Appointment: Minimum entry qualification.	Legal Officer II
Legal Officer II	CONTISS 09	i. By Appointment: Minimum entry qualifications plus three (3) years post qualification working experience. ii. Promotion Avenue for Assistant Legal Officer with three (3) years' time in rank.	Legal Officer I
Legal Officer I	CONTISS 11	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Legal Officer II with three (3) years' time in rank.	Senior Legal Officer
Senior Legal Officer	CONTISS 12	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience. ii. Promotion Avenue for Legal Officer I with three (3) years' time in rank.	Principal Legal Officer
Principal Legal Officer	CONTISS 13	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience. ii. Promotion Avenue for Senior Legal Officer with three (3) years' time in rank. iii. Terminal rank for third class and pass degrees without additional qualification.	Deputy Director Legal
Deputy Director Legal	CONTISS 14	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience. ii. Promotion Avenue for Principal Legal Officer with four (4) years' time in rank.	Director Legal Services
Director Legal Services	CONTISS 15	i. By Appointment: Minimum entry qualification with at least nineteen (19) years post qualification working experience. ii. Possession of Master's degree in relevant field will be an added advantage. iii. <b>Position to be filled by appointment.</b>	

#### L4. **LIBRARY OFFICER CADRE**

Minimum Entry Qualification for:

I. Library Assistant: Diploma in Library and Information Science or equivalent from a recognized institution.

II. Library Officer II : First degree in Library Science Degree (BLS) or Higher National Diploma (HND) in Library and Information Science or equivalent from recognized institution with National Youth Service (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

RANK	SALARY SCALE	REQUIREMENTS	NEXT RANK
Library Assistant	CONTISS 06	i. By Appointment: Minimum entry qualification I.	Library Officer II
Library Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification II. ii. Promotion Avenue for Assistant Library Officer II with three (3) years' time in rank.	Library Officer I
Library Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification ii with three (3) years post qualification working experience. ii. Promotion Avenue for Library Officer II with three (3) years' time in rank. iii. <b>Terminal grade for Diploma holders or equivalent.</b>	Senior Library Officer
Senior Library Officer	CONTISS 09	i. By Appointment: Minimum entry qualification II with six (6) years post qualification working experience. ii. Promotion Avenue for Library Officer I with three (3) years' time in rank	Principal Library Officer
Principal Library Officer	CONTISS 11	i. By Appointment: Minimum entry qualification ii with nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Library Officer with three (3) years' time in rank and Membership with the Librarians Registration Council of Nigeria (LRCN)	Assistant Chief Library Officer
Assistant Chief Library Officer	CONTISS 12	i. By Appointment: Minimum entry qualification ii with twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Library Officer with three (3) years' time in rank.	Chief Library Officer
Chief Library Officer	CONTISS 13	i. By Appointment: Minimum entry qualification II with fifteen (15) years post qualification working experience. ii. Promotion Avenue for Assistant Chief Library Officer with three (3) years' time in rank. iii. Terminal rank for Higher National Diploma, third class and pass degree holders without additional qualifications.	Deputy Librarian



Deputy University Librarian	CONTISS 14	<ul style="list-style-type: none"> <li data-bbox="502 150 1236 257">i. By Appointment: Minimum entry qualification II with nineteen (19) years post qualification working experience.</li> <li data-bbox="502 291 1236 405">ii. Promotion Avenue for Chief Library Officer with four (4) years' time in rank, plus a Master's degree.</li> </ul>	
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**M1. MAINTENANCE ENGINEERS CADRE**

Minimum entry qualification for the cadre is first degree in Computer/Electrical Engineering or equivalent qualification from a recognized institution and completion of NYSC/Exemption/Exclusion. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Maintenance Engineer II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Maintenance Engineer I
Maintenance Engineer I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion avenue for Maintenance Engineer II with three (3) years' time in rank.	Senior Maintenance Engineer
Senior Maintenance Engineer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion avenue for Maintenance Engineer I with three (3) years' time in rank.	Principal Maintenance Engineer
Principal Maintenance Engineer	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience, with Membership of relevant professional body. ii. Promotion Avenue for Senior Maintenance Engineer with three (3) years' time in rank and Membership of relevant professional body.	Assistant Chief Maintenance Engineer
Assistant Chief Maintenance Engineer	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Principal Maintenance Engineer with three (3) years' time in rank.	Chief Maintenance Engineer
Chief Maintenance Engineer	CONTISS 13	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Assistant Chief Maintenance Engineer with three (3) years' time in rank.	Deputy Director ICT
Deputy Director ICT	CONTISS 14	i. By Appointment: Minimum entry qualification plus at least a Master's degree with at least nineteen (19) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Chief Maintenance Engineer who has spent at least four (4) years on the grade.	Director ICT

<p>Director ICT</p>	<p>CONTISS 15</p>	<p>i. By Appointment: Minimum entry qualification with Master's degree and twenty three (23) years post qualification cognate experience; or nineteen (19) years' experience with a Ph.D.</p> <p>ii. <b>Vacancy to be filled by appointment.</b></p>	
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**M2. MEDICAL LABORATORY SCIENTIST CADRE:**

Minimum entry qualification is first degree in Medical Lab. Science (BMLS) or Higher National Diploma (HND) in Medical Laboratory sciences or equivalent from a recognized institution with the National Youth Service (NYSC)/exemption/exclusion. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Medical Lab. Scientist II	CONHESS 07	i. By Appointment: Minimum entry qualification.	Medical Lab. Scientist I
Medical Lab. Scientist I	CONHESS 08	i. By Appointment: Minimum entry qualification with three (3) years post qualification working experience.  ii. Promotion Avenue for Medical Lab. Scientist II with three (3) years' time in rank.	Senior Medical Lab. Scientist
Senior Medical Lab. Scientist	CONHESS 09	i. By Appointment: Minimum entry qualification with six (6) years post qualification working experience.  ii. Promotion Avenue for Senior Medical Lab. Scientist I with three (3) years' time in rank	Principal Medical Lab. Scientist
Principal Medical Lab. Scientist	CONHESS 11	i. By Appointment: Minimum entry qualification with nine (9) years post qualification working experience and Membership of relevant Professional body.  ii. Promotion Avenue for Senior Medical Scientist with three (3) years' time in rank and membership of professional body.	Assistant Chief Medical Lab. Scientist
Assistant Chief Medical Lab. Scientist	CONHESS 12	i. By Appointment: Minimum entry qualification with twelve (12) years post qualification working experience.  ii. Promotion Avenue for Principal Medical Lab. Scientist with three (3) years' time in rank.	Chief Medical Lab. Scientist
Chief Medical Lab. Scientist	CONHESS 13	i. By Appointment: Minimum entry qualification with fifteen 15 years post qualification working experience.  ii. Promotion Avenue for Assistant Chief Medical Scientist with three (3) years' time in rank.  iii. Terminal rank for Higher National Diploma, third class and pass degree holders without additional qualifications.	Senior Chief Medical Lab. Scientist

Senior Chief Medical Lab. Scientist	CONHESS 14	<ul style="list-style-type: none"> <li data-bbox="580 159 1235 264">i. By Appointment: Minimum entry qualification with nineteen (19) years post qualification working experience.</li> <li data-bbox="580 300 1235 369">ii. Promotion Avenue for Chief Medical Lab. Scientist with four (4) years' time in rank.</li> </ul>	
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### M3. MEDICAL OFFICER'S CADRE

The minimum entry qualification for:

- I. House Officer/Youth Corps Doctor: MBBS or equivalent professional qualification from a recognized University and registration with the Medical and Dental Council of Nigeria (MDCN).
  
- II. Medical Officer: MBBS or equivalent professional qualification from a recognized University and registration with the Medical and Dental Council of Nigeria (MDCN) completion of houseman ship plus National Youth Service Corps (NYSC)/Exemption/Exclusion certificate.

RANK	SALARY SCALE	REQUIREMENTS	NEXT RANK
House Officer/Youth Corps Doctor	CONMESS 01	i. By Appointment: Minimum entry qualification I.	Medical Officer
Medical Officer	CONMESS 02	i. Appointment: Minimum entry qualification II.	Senior Medical Officer II
Senior Medical Officer II	CONMESS 03	i. Appointment: Minimum entry qualification plus three (3) years post qualification working experience.  ii. Promotion Avenue for Medical Officer with three (3) years' time in rank.	Senior Medical Officer I
Senior Medical Officer I	CONMESS 04	i. Appointment: Minimum entry qualification plus six (6) years post qualification working experience.  ii. Promotion Avenue for Senior Medical Officer II with three (3) years' time in rank time in rank.	Principal Medical Officer II
Principal Medical Officer II	CONMESS 05	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience.  ii. Promotion Avenue for Senior Medical Officer I with three (3) years' time in rank.	Principal Medical Officer I
Principal Medical Officer I	CONMESS 06	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience.  ii. Promotion Avenue for Principal Medical Officer II with four (4) years' time in rank.	Chief Medical Officer
Chief Medical Officer	CONMESS 07	i. Appointment: Minimum entry qualification plus sixteen (16) years post qualification working experience.  ii. Promotion Avenue for Principal Medical Officer I with four (4) years' time in rank.	Director Medical Service
Director Medical Services	CONMESS 07	i. <b>Position is to be filled by appointment.</b>	

**M4. MEDICAL RECORDS OFFICER CADRE**

Minimum Entry Qualification for:

- I. Medical Records Assistant: Ordinary National Diploma (OND) in Medical Records or relevant field courses from recognized institution.
  
- II. Medical Records Officer: Higher National Diploma (HND) in Medical Records or related fields from recognized institution and National Youth Service NYSC/exemption/exclusion certificate.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Medical Records Assistant	CONTISS 06	i. By Appointment: Minimum Entry Qualification I.	Medical Records Officer II
Medical Records Officer II	CONTISS 07	i. By Appointment: Minimum Entry Qualification II. ii. Promotion Avenue for Medical Records Assistant with three (3) years' Time in Rank.	Medical Records Officer I
Medical Records Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification II plus three (3) years post qualification working experience. ii. Promotion Avenue for Medical Records Officer II with three (3) years' Time in Rank. iii. <b>Terminal rank for Diploma holders.</b>	Senior Medical Records Officer
Senior Medical Records Officer	CONTISS 09	i. By Appointment: Minimum entry qualification II plus six (6) years post qualification working experience. ii. Promotion Avenue for Medical Records Officer I with three (3) years' Time in Rank.	Principal Medical Records Officer
Principal Medical Records Officer	CONTISS 11	i. By Appointment: Minimum entry qualification II plus nine (9) years post qualification working experience, three (3) of which must be medical records work. ii. Promotion Avenue for Senior Medical Records Officer with three (3) years' Time in Rank plus Membership of relevant professional bodies.	Assistant Chief Medical Records Officer
Assistant Chief Medical Records Officer	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience, five (5) of which must be in medical records work. ii. Promotion: Promotion Avenue for Principal Medical Records Officer with three (3) years' Time in Rank.	Chief Medical Records Officer

<p>Chief Medical Records Officer</p>	<p>CONTISS 13</p>	<p>i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience, seven (7) of which must be in Medical records work.</p> <p>ii. Promotion Avenue for Assistant Chief Medical Records Officer with three (3) years' Time in Rank.</p> <p>iii. <b>Terminal rank for the Cadre</b></p>	
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**N1. NETWORK ENGINEER CADRE**

Minimum entry qualification for the cadre is first degree in Computer Science, Computer Engineering or equivalent qualification from a recognized institution and completion of NYSC/Exemption/Exclusive. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Network Engineer II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Network Engineer I
Network Engineer I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Network Engineer II with three (3) years' time in rank.	Senior Network Engineer
Senior Network Engineer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Network Engineer I with three (3) years' time in rank.	Principal Network Engineer
Principal Network Engineer	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience and Membership of relevant professional body. ii. Promotion Avenue for Senior Network Engineer with three (3) years' time in rank and Membership of professional body.	Assistant Chief Network Engineer
Assistant Chief Network Engineer	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Principal Network Engineer with three (3) years' time in rank.	Chief Network Engineer
Chief Network Engineer	CONTISS 13	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Assistant Chief Network Engineer with three (3) years' time in rank. iii. Terminal rank for third class and pass degrees holders without additional qualification.	Deputy Director ICT

Deputy Director ICT	CONTISS 14	<ul style="list-style-type: none"> <li data-bbox="533 159 1216 338">i. By Appointment: Minimum entry qualification plus at least a Master's degree with at least nineteen (19) years post qualification working experience with Membership of relevant professional body.</li> <li data-bbox="533 371 1216 465">ii. Promotion Avenue for Chief Network Engineer who has spent at least four (4) years' time in rank.</li> </ul>	Director ICT
Director ICT	CONTISS 15	<ul style="list-style-type: none"> <li data-bbox="533 479 1216 685">i. By Appointment: Minimum entry qualification plus at least a Master's degree with at least twenty three (23) years post qualification cognate experience; or nineteen (19) years with Ph.D.</li> <li data-bbox="533 719 1216 788">ii. Vacancy to be filled by appointment only.</li> </ul>	

**N2. NURSING/MIDWIFE OFFICER CADRE**

Minimum Entry Qualification is RN/RM/RNRM or first degree (B.Sc.) in Nursing or equivalent from recognized institution plus National Youth Service Corps (NYSC)/Exemption/Exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Nursing Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Nursing Officer I
Nursing Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience.  ii. Promotion Avenue for Nursing Officer II with three (3) years' time in rank.	Senior Nursing Officer
Senior Nursing Officer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience.  ii. Promotion Avenue for Nursing Officer I with three (3) years' time in rank.	Principal Nursing Officer
Principal Nursing Officer	CONTISS 11	i. By Appointment: Minimum entry qualification plus 9 years post qualification working experience and Membership of professional body for degree holders.  ii. Promotion Avenue for Senior Nursing Officer with three (3) years' time in rank with membership of professional body for degree holders.  OR  iii. Four (4) years' time in rank for degree holders without a relevant professional body.	Assistant Chief Nursing Officer
Assistant Chief Nursing Officer	CONTISS 12	i. By Appointment: Minimum entry qualification with twelve (12) years post qualification working experience.  ii. Promotion Avenue for Principal Nursing Officer with three (3) years' time in rank.	Chief Nursing Officer
Chief Nursing Officer	CONTISS 13	i. By Appointment::: Minimum entry qualification with fifteen (15) years post qualification working experience.  ii. Promotion Avenue for Assistant Chief Nursing Officer with three (3) years' time in rank  iii. Terminal rank for RN/RM/RNRM certificate, third class and pass degree holders without additional qualifications.	Deputy Director Nursing
Deputy Director Nursing	CONTISS 14	i. By Appointment: Minimum entry qualification with nineteen (19) years post qualification working experience.  ii. Promotion Avenue for Chief Nursing Officer with four (4) years' time in rank.	

**P1. PHARMACIST CADRE**

The minimum entry qualification for:

- I. Pharmacy Intern/Youth Corps Pharmacist: First degree (B.Sc. Pharmacy) or equivalent professional qualification from a recognized University and registration with the Pharmacists Council of Nigeria (PCN)
- II. Pharmacist I : First degree (B.Sc. Pharmacy) or equivalent from a recognized University and registration with the Pharmacists Council of Nigeria (PCN), completion of internship plus National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Pharmacy Intern/Youth Corps Pharmacist II	CONHESS 07	i. By Appointment: Minimum entry qualification.	Pharmacist I
Pharmacist I	CONHESS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience, ii. Promotion Avenue for Pharmacist II with three (3) years' time in rank,	Senior Pharmacist
Senior Pharmacist	CONHESS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience, ii. Promotion Avenue for Pharmacist I with three (3) years' time in rank,	Principal Pharmacist
Principal Pharmacist	CONHESS 11	i. By Appointment: Minimum entry qualification plus membership of Pharmacists Council of Nigeria (PCN) with nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Registered Pharmacist with three (3) years' time in rank and Membership of Pharmacists Council of Nigeria (PCN).	Assistant Chief Pharmacist
Assistant Chief Pharmacist	CONHESS 12	i. By Appointment: Minimum entry qualification plus membership of registered Pharmacist with twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Pharmacist with three (3) years' time in rank.	Chief Pharmacist

Chief Pharmacist	CONHESS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus membership of registered Pharmacist fifteen (15) years post qualification working experience.</li> <li>ii. Promotion Avenue for Assistant Chief Pharmacist with three (3) years' time in rank.</li> <li>iii. Terminal rank for third class and pass degrees holders without additional qualification.</li> </ul>	Deputy Director Pharmacy
Deputy Director Pharmacy	CONHESS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus membership of registered Pharmacist nineteen (19) years post qualification working experience</li> <li>ii. Promotion Avenue for Chief Pharmacist with four (4)years' time in rank</li> </ul>	

**P2. PHYSIOTHERAPY OFFICER CADRE**

Minimum entry qualification is first degree (B.Sc. Physiotherapy or B. Physiotherapy) from recognized institution with National Youth Service NYSC/exemption/exclusion certificate and registration with the Medical Rehabilitation Therapists Board of Nigeria (MRTBN). Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Physiotherapist I	CONHESS 08	i. By Appointment: Minimum entry qualifications.	Senior Physiotherapist
Senior Physiotherapist	CONHESS 09	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience.  ii. Promotion Avenue for Physiotherapist with three (3) years' Time in Rank.	Principal Physiotherapist
Principal Physiotherapist	CONHESS 11	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience and Membership of relevant professional body.  ii. Promotion Avenue for Senior Physiotherapist with three (3) years' time in rank and membership of relevant professional body.	Assistant Chief Physiotherapist
Assistant Chief Physiotherapist	CONHESS 12	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience.  ii. Promotion Avenue for Principal Physiotherapist with three (3) years' Time in Rank.	Chief Physiotherapist
Chief Physiotherapist	CONHESS 13	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience.  ii. Promotion Avenue for Assistant Chief Physiotherapist with three (3) years' time in rank.  iii. Terminal rank for third class or pass degree holders without additional qualification.	Deputy Director Physiotherapy
Deputy Director Physiotherapy	CONHESS 14	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience, nine (9) of which must be in Physiotherapy services in a tertiary Institution/hospital.  ii. Promotion Avenue for Chief Physiotherapist with four (4) years' time in rank.	Director Physiotherapy Services

**P3. PROCUREMENT OFFICER CADRE**

Minimum entry qualification for:

- I. Procurement Assistant: National Diploma in Purchasing and Supply, Business management, marketing or equivalent from a recognized institution.
  
- II. Procurement Officer II: First degree or Higher National Diploma (HND) in Economics, Accounting, Business Management, Purchasing & Supply or related courses from recognized institution with National Youth Service NYSC/exemption/Exclusion Certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Procurement Assistant	CONTISS 06	i. By Appointment: Minimum entry qualification I	Procurement Officer II
Procurement Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification II	Procurement Officer I
Procurement Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification II plus three (3) years post qualification working experience.  ii. Promotion Avenue for Procurement Officer II with three (3) years' Time in Rank.  iii. <b>Terminal rank for Diploma holders</b>	Senior Procurement Officer
Senior Procurement Officer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience.  ii. Promotion Avenue for Procurement Officer I with three (3) years' Time in Rank.	Principal Procurement Officer
Principal Procurement Officer	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience plus membership of relevant professional body: the Nigerian Institute of Purchasing and Supply Management (NIPSM).  ii. Promotion Avenue for Senior Procurement Officer with three (3) years' time in rank and Membership of relevant professional body such as the Nigerian Institute of Purchasing and Supply Management (NIPSM)	Assistant Chief Procurement Officer
Assistant Chief Procurement Officer	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience plus membership of relevant professional body: The Nigerian Institute of Purchasing and Supply Management (NIPSM)  ii. Promotion Avenue for Principal Procurement Officer with three (three (3) years' Time in Rank.	Chief Procurement Officer

Chief Procurement Officer	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience plus membership of professional body: the Nigerian Institute of Purchasing and Supply Management (NIPSM).</li> <li>ii. Promotion Avenue for Assistant Chief Procurement Officer with three (3) years' Time in Rank.</li> <li>iii. Terminal rank for third class and pass degree holders without additional qualification.</li> </ul>	Deputy Director Procurement
Deputy Director Procurement	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus nineteen (19) years post qualification working experience plus membership of professional body: the Nigerian Institute of Purchasing and Supply Management (NIPSM).</li> <li>ii. Promotion Avenue for Chief Procurement Officer with four (4) years' Time in Rank and a Master's degree.</li> </ul>	Director Procurement
Director Procurement	CONTISS 15	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus twenty three (23) years post qualification working experience plus membership of professional body: the Nigerian Institute of Purchasing and Supply Management (NIPSM). Possession of Masters and higher degree will be an added advantage.</li> <li>ii. <b>Position to be filled by appointment.</b></li> </ul>	



**P4. PROGRAMMER OFFICER CADRE**

Minimum entry qualification is first degree in Computer Science and related fields from a recognized University plus National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Programmer II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Programmer I
Programmer I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Programmer II with three (3) years' time in rank	Senior Programmer
Senior Programmer	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Programmer I with three (3) years' time in rank	Principal Programmer
Principal Programmer	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Senior programmer with three (3) years' time in rank plus membership of relevant professional body, such as Computer Professionals Registration Council of Nigeria (CPRCN)	Assistant Chief Programmer
Assistant Chief Programmer	CONTISS 12	i. By Appointment : Minimum entry qualification plus twelve (12) years post qualification working experience with membership of relevant professional body. ii. Promotion Avenue for Principal Programmer with three (3) years' time in rank.	Chief Programmer
Chief Programmer	CONTISS 13	i. By Appointment : Minimum entry qualification plus fifteen (15) years post qualification working experience with membership of relevant professional body. ii. Promotion Avenue for Assistant Chief Programmer with three (3) years' time in rank. iii. Terminal rank for third class and pass degrees holders without additional qualification.	Deputy Director Programmer

Deputy Director Programmer	CONTISS 14	<ul style="list-style-type: none"> <li data-bbox="523 147 1225 338">i. By Appointment : Minimum entry qualification plus at least a Master's degree with at least nineteen (19) years post qualification working experience with membership of relevant professional body.</li> <li data-bbox="523 360 1225 439">ii. Promotion Avenue for Chief Programmer with four (4) years' time in rank</li> <li data-bbox="523 461 1225 510">iii. <b>The cadre terminates here</b></li> </ul>	
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**Q1 QUANTITY SURVEYOR CADRE**

The minimum entry qualification is first degree in Quantity Surveying from a recognized University or equivalent qualification and completion and National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Quantity Surveyor II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Quantity Surveyor I
Quantity Surveyor I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience.  ii. Promotion Avenue for Quantity Surveyor II with three (3) years' time in rank.	Senior Quantity Surveyor
Senior Quantity Surveyor	CONTISS 09	i. By Appointment: Minimum entry plus six (6) years post qualification working experience.  ii. Promotion Avenue for Quantity Surveyor I with three (3) years' time in rank.	Principal Quantity Surveyor
Principal Quantity Surveyor	CONTISS 11	i. By Appointment: Minimum entry qualification with Membership of Quantity Surveyor with nine (9) years post qualification working experience.  ii. Promotion Avenue for Senior Quantity Surveyor with three (3) years' time in rank and membership of the Quantity Surveyor Registration Board of Nigeria (QSRBN) .	Assistant Chief Quantity Surveyor
Assistant Chief Quantity Surveyor	CONTISS 12	i. By Appointment: Minimum entry qualification and registered Quantity Surveyor with twelve (12) years post qualification working experience.  iii. Promotion Avenue for Registered Principal Quantity Surveyor with three (3) years' time in rank.	Chief Quantity Surveyor
Chief Quantity Surveyor	CONTISS 13	i. By Appointment: Minimum entry qualification and registered Quantity Surveyor with fifteen (15) years post qualification working experience.  ii. Promotion Avenue for Registered Assistant Chief Quantity Surveyor with three (3) years' time in rank.  iii. Terminal rank for third class and pass degrees holders without additional qualification.	Deputy Director Quantity Surveyor

Deputy Director Quantity Surveyor	CONTISS 14	<ul style="list-style-type: none"> <li data-bbox="544 159 1198 297">i. By Appointment: Minimum entry qualification and registered Quantity Surveyor with nineteen (19) years post qualification working experience.</li> <li data-bbox="544 331 1198 436">ii. Promotion Avenue for Registered Chief Quantity Surveyor with four (4) years' time in rank.</li> </ul>	Director Physical Planning/Works
Director Physical Planning/Works	CONTISS 15	<ul style="list-style-type: none"> <li data-bbox="544 443 1198 582">i. By Appointment: Minimum entry qualification and registered Quantity Surveyor with twenty three (23) years post qualification working experience.</li> <li data-bbox="544 616 1198 721">ii. Possession Masters degree in relevant field from a recognized Institution would be an added advantage.</li> <li data-bbox="544 754 1198 792">iii. <b>Position to be filled by appointment.</b></li> </ul>	

## **R1. IT RECORD MANAGER CADRE**

Minimum entry qualification for the cadre is degree in Library Science, Computer Science, Business Administration or equivalent qualification from a recognized institution and completion of NYSC/Exclusion/Exclusion. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
IT Record Manager II	CONTISS 07	i. By Appointment: Minimum entry qualification.	IT Record Manager I
IT Record Manager I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for IT Record Manager II with three (3) years' time in rank.	Senior IT Record Manager
Senior IT Record Manager	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for IT Record Manager I with three (3) years' time in rank.	Principal Record Manager
Principal IT Record Manager	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Senior IT Record Manager with three (3) years' time in rank with Membership of Professional body.	Assistant Chief IT Record Manager
Assistant Chief IT Record Manager	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Principal IT Record Manager with three (3) years' time in rank.	Chief IT Record Manager
Chief IT Record Manager	CONTISS 13	i. Minimum entry qualification plus fifteen (15) years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Assistant IT Chief Record Manager with three (3) years' time in rank. iii. Terminal rank for third class and pass degrees holders without additional qualification.	Deputy Director ICT
Deputy Director ICT	CONTISS 14	i. Minimum entry qualification plus at least a Master's degree with at least 19 years post qualification working experience with Membership of relevant professional body. ii. Promotion Avenue for Chief IT Record Manager who has spent at least 4 years on the grade.	Director

<p>Director ICT</p>	<p>CONTISS 15</p>	<p>i. By Appointment: Minimum entry qualification plus at least a Master’s degree with at least twenty three (23) years post qualification cognate experience; or nineteen (19) years with Ph.D.</p> <p>ii. <b>Vacancy to be filled by appointment.</b></p>	
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**S1. SECRETARIAL OFFICER CADRE:**

The minimum entry qualification for:

I. Confidential Secretary III: National Diploma in Secretarial Studies or its equivalent in relevant field from a recognized Institution.

II. Confidential Secretary II: Higher National Diploma (HND) or first degree in Secretarial Studies or its equivalent in relevant field from a recognized Institution and National Youth Service Corps (NYSC)/Exemption/Exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Confidential Secretary III	CONTISS 06	i. By Appointment: Minimum entry qualification I.	Confidential Secretary II
Confidential Secretary II	CONTISS 07	i. By Appointment: Minimum entry qualification II. ii. Promotion Avenue for Confidential Secretary III with three (3) years' time in rank.	Confidential Secretary I
Confidential Secretary I	CONTISS 08	i. By Appointment: Minimum entry qualification II with three (3) years post qualification working experience. ii. Promotion Avenue for Confidential Secretary II with three (3) years' time in rank. iii. Terminal rank for Diploma holders or equivalent.	Senior Confidential Secretary
Senior Confidential Secretary	CONTISS 09	i. By Appointment: Minimum entry qualification II with six (6) years post qualification working experience. ii. Promotion Avenue for confidential Secretary I with three (3) years' time in rank.	Principal Confidential Secretary
Principal Confidential Secretary	CONTISS 11	i. By Appointment: Minimum entry qualification II with nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Principal Confidential Secretary with three (3) years' time in rank with membership of professional bodies such as the Nigerian Institute of Professional Secretariat (NIPS).	Assistant Chief Confidential Secretary

Assistant Chief Confidential Secretary	CONTISS 12	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with twelve (12) years post qualification working experience.</li> <li>ii. Promotion Avenue for Principal Confidential Secretary with three (3) years' time in rank</li> </ul>	Chief Confidential Secretary
Chief Confidential Secretary	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with fifteen (15) years post qualification working experience.</li> <li>ii. Promotion Avenue for Assistant Chief Confidential Secretary with three (3) years' time in rank</li> <li>iii. Terminal rank for Higher National Diploma, third class and pass degree holders without additional qualifications.</li> </ul>	Senior Chief Confidential Secretary
Senior Chief Confidential Secretary	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with nineteen (19) years post qualification working experience.</li> <li>ii. Promotion Avenue for Chief Confidential Secretary with four (4) years' time in rank</li> </ul>	



**S2. SECURITY OFFICER CADRE**

The minimum entry qualification for:

I. Assistant Security Officer: National Diploma/National Certificate of Education (NCE) or equivalent from a recognized Institution.

II. Security Officer II:

a). First degree from a recognized Institution and National Youth Service Corps (NYSC) exemption certificate.

b). Retired Assistant Superintendent of Police (ASP) or equivalent of the Department of State Security (DSS), the Military and Paramilitary services.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Security Officer	CONTISS 06	i. By appointment: Minimum entry qualification I	Security Officer II
Security Officer II	CONTISS 07	i. By appointment: Minimum entry qualification II (a) ii. Promotion Avenue for Assistant Security Officer with three (3) years' time in rank.	Security Officer I
Security Officer I	CONTISS 08	i. By appointment: Minimum entry II (a) plus three (3) years post qualification working experience. OR ii. Retired Deputy Superintendent (DSP) of Police or equivalent in the DSS, the Military and Paramilitary services. iii. Promotion Avenue for Security Officer II with three (3) years' time in rank. iv. Terminal rank for Diploma holders or equivalent.	Senior Security Officer
Senior Security Officer	CONTISS 09	i. By appointment: Minimum entry qualification II (a) plus six (6) years post qualification working experience. OR ii. Retired Superintendent of Police (SP) or equivalent in the DSS, the Military and Paramilitary services. iii. Promotion Avenue for Security Officer I with three (3) years' time in rank.	Principal Security Officer
Principal Security Officer	CONTISS 11	i. By appointment: Minimum entry qualification II (a) plus nine (9) years post qualification working experience. OR ii. Retired Chief Superintendent of Police (CSP) or equivalent in the DSS, the Military and Paramilitary services. OR iii. Promotion Avenue for Senior Security Officer with three (3) years' time in rank. iv. Terminal rank for staff below the rank of	Assistant Chief Security Officer

		Chief Superintendent of Police (CSP) or equivalent in the DSS, the Military and the Paramilitary services.	
Assistant Chief Security Officer	CONTISS 12	<ul style="list-style-type: none"> <li>i. By appointment: Minimum entry qualification II (a) plus twelve (12) years post qualification working experience</li> <li style="text-align: center;">OR</li> <li>ii. Retired Assistant Commissioner of Police (ACP) or equivalent in the DSS, the Military and Paramilitary services.</li> <li>iii. Promotion Avenue for Principal Security Officer with three (3) years' time in rank</li> </ul>	Chief Security Officer
Chief Security Officer	CONTISS 13	<ul style="list-style-type: none"> <li>i. By appointment: Minimum entry qualification II (a) plus fifteen (15) years post qualification working experience</li> <li style="text-align: center;">OR</li> <li>Retired Deputy Commissioner of Police (DCP) or equivalent in the DSS, the Military and Paramilitary services.</li> <li>ii. <b>Position to be filled by appointment.</b></li> </ul>	

**S3.****SPORTS CADRE**

The minimum entry qualification for:

- I. Assistant Sports Coach: National Certificate of Education (NCE) or National Diploma in relevant field from a recognized Institution.
  
- II. Sports Coach II: First degree in Physical and Health Education (PHE) or equivalent in relevant field from a recognized Institution and National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Sports Coach	CONTISS 06	i. By Appointment: Minimum entry qualification I	Sports Coach II
Sports Coach II	CONTISS 07	i. By Appointment: Minimum entry qualification II  ii. Promotion Avenue for Assistant Sports Coach with three (3) years' time in rank	Sports Coach I
Sports Coach I	CONTISS 08	i. By Appointment: Minimum entry qualification II plus three (3) years post qualification coaching experience.  ii. Promotion Avenue for Sports Coach II with three (3) years' time in rank  iii. Terminal rank for NCE/Diploma holders or equivalent	Senior Sports Coach
Senior Sports Coach	CONTISS 09	i. By Appointment: Minimum entry qualification ii with six (6) Years post Qualification working/coaching experience  ii. Promotion Avenue for Sports Coach I with three (3) years' time in rank	Principal Sports Coach
Principal Sports Coach	CONTISS 11	i. By Appointment: Minimum entry qualification II with nine (9) years post Qualification working/coaching experience.  ii. Promotion Avenue for Senior Sports Coach with three (3) years' time in rank and Membership of relevant Professional body.	Assistant Chief Sports Coach
Assistant Chief Sports Coach	CONTISS 12	i. By Appointment: Minimum entry qualification ii with twelve (12) years post Qualification working/coaching experience.  ii. Promotion Avenue for Principal Sports Coach with three (3) years' time in rank	Chief Sports Coach

Chief Sports Coach	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II or equivalent with fifteen (15) years post Qualification working/coaching experience.</li> <li>ii. Promotion Avenue for Assistant Chief Sports Coach with three (3) years' time in rank.</li> <li>iii. Terminal rank for third class and pass degrees holders without additional qualification.</li> </ul>	Deputy Director, Sports
Deputy Director, Sports	CONTISS 14	<ul style="list-style-type: none"> <li>i. By appointment: Minimum entry qualification II or equivalent with nineteen (19) years post Qualification working/coaching experience.</li> <li>ii. Promotion Avenue for Chief Sports Coach with four (4) years' time in rank</li> </ul>	Director, Sports
Director Sports	CONTISS 15	<ul style="list-style-type: none"> <li>i. By appointment: Minimum entry qualification II and a registered sports coach with nineteen (19) years post Qualification working/ coaching experience</li> <li>ii. <b>Position to be filled by appointment.</b></li> </ul>	

**S4. STORES OFFICER CADRE**

The minimum entry qualification for:

I. Assistant Stores Officer: National Diploma in Purchasing and Supply or equivalent from recognized Institution.

II). Stores Officer II: Higher National Diploma (HND) in Purchasing and Supply or equivalent from recognized Institution and National Youth Service Corps (NYSC)/exemption/exclusion certificate.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Stores Officer	CONTISS 06	i. By Appointment: Minimum entry qualification I	Stores Officer II
Stores Officer II	CONTISS 07	ii. By Appointment: Minimum entry qualification II iii. Promotion Avenue for Assistant Stores Officer with three (3) years' time in rank	Stores Officer I
Stores Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification II with three (3) years post qualification working experience. ii. Promotion Avenue for Stores Officer II with three (3) years' time in rank iii. Terminal grade for Diploma holders or equivalent.	Senior Stores Officer
Senior Stores Officer	CONTISS 09	i. By appointment: Minimum entry qualification II with six (6) years post qualification working experience. ii. Promotion Avenue for Stores Officer I with three (3) years' time in rank	Principal Stores Officer
Principal Stores Officer	CONTISS 11	i. By Appointment: Minimum entry qualification II with nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Stores Officer with three (3) years' time in rank	Assistant Chief Stores Officer
Assistant Chief Stores Officer	CONTISS 12	i. By Appointment: Minimum entry qualification II with twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Stores Officer with three (3) years' time in rank	Chief Stores Officer
Chief Stores Officer	CONTISS 13	i. By appointment: Minimum entry qualification II with fifteen (15) years post qualification working experience. ii. Promotion Avenue for Assistant Chief Stores Officer with three (3) years' time in rank. iii. Terminal rank HND holders of equivalent	

**S5: SUPERINTENDENT CADRE**

The minimum entry qualification for:

I. Assistant Superintendent: National Diploma or equivalent from a recognized Institution.

II. Superintendent II: Higher National Diploma (HND) or first degree in relevant field from a recognized Institution and National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Superintendent	CONTISS 06	i. By Appointment: Minimum entry qualification I	Superintendent II
Superintendent II	CONTISS 07	i. By Appointment: Minimum entry qualification II ii. Promotion Avenue for Assistant Superintendent with three (3) years' time in rank	Superintendent I
Superintendent I	CONTISS 08	i. By Appointment: Minimum entry qualification II ii. Promotion Avenue for Superintendent II with three (3) years' time in rank iii. Terminal rank Diploma holders or equivalent	Senior Superintendent
Senior Superintendent	CONTISS 09	i. By Appointment: Minimum entry qualification II with six (6) years post qualification working experience. ii. Promotion Avenue for Superintendent I with three (3) years' time in rank	Principal Superintendent
Principal Superintendent	CONTISS 11	i. By Appointment: Minimum entry qualification II with nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Superintendent with three (3) years' time in rank and membership of professional body. OR iii. Promotion Avenue for Senior Superintendent with four (4) years' time in rank without professional body.	Assistant Chief Superintendent
Assistant Chief Superintendent	CONTISS 12	i. By Appointment: Minimum entry qualification II with twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Superintendent with three (3) years' time in rank	Chief Superintendent

Chief Superintendent	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with fifteen (15) years post qualification working experience.</li> <li>ii. Promotion Avenue for Assistant Chief Superintendent with three (3) years' time in rank.</li> <li>iii. Terminal grade for Higher National Diploma, third class and pass degree holders without additional qualifications.</li> </ul>	Senior Chief Superintendent
Senior Chief Superintendent	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with fifteen (15) years post qualification working experience.</li> <li>ii. Promotion Avenue for Chief Superintendent with four (4) years' time in rank.</li> </ul>	

**S6. SURVEYOR CADRE**

The minimum entry qualification is first degree in Surveying and Geo-Informatics or related course from a recognized University and National Youth Service Corps (NYSC)/Exemption/Exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Surveyor II	CONTISS 07	i. By Appointment: Minimum entry qualification.	Surveyor I
Surveyor I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Surveyor II with three (3) years' time in rank.	Senior Surveyor
Senior Surveyor	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Surveyor I with three (3) years' time in rank.	Principal Surveyor
Principal Surveyor	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience with membership of professional body. ii. Promotion Avenue for Senior Surveyor with three (3) years' time in rank plus membership of Surveyors Registration Council of Nigeria (SRCN).	Assistant Chief Surveyor
Assistant Chief Surveyor	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Surveyor with three (3) years' time in rank.	Chief Surveyor
Chief Surveyor	CONTISS 13	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience. ii. Promotion Avenue for Assistant Chief Surveyor with three (3) years' time in rank. iii. Terminal rank for third class and pass degree holders without additional qualification.	Deputy Director Surveying
Deputy Director Surveying	CONTISS 14	i. By Appointment: Minimum entry qualification plus nineteen (19) years post qualification working experience. ii. Promotion Avenue for Chief Surveyor with four (4) years' time in rank.	Director Physical Planning



Director, Physical Planning	CONTISS 15	<ul style="list-style-type: none"> <li data-bbox="564 147 1302 259">i. By Appointment: Minimum entry qualification plus nineteen (19) years post qualification working experience.</li> <li data-bbox="564 293 1302 405">ii. Possession Master's Degree in relevant field from a recognized Institution would be an added advantage.</li> <li data-bbox="564 439 1302 506">iii. Promotion Avenue for Deputy Director Surveyor with four (4) years' time in rank.</li> <li data-bbox="564 539 1302 577">iv. <b>Position is to be filled by appointment.</b></li> </ul>	
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**S7. SYSTEMS ADMINISTRATOR CADRE**

Minimum entry qualification for the cadre is first degree in Computer Science, Computer Engineering, Information Technology or equivalent from a recognized institution and completion of NYSC/Exemption/Exclusion. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Systems Administrator II	CONTISS 07	a). By Appointment: Minimum entry qualification	Systems Administrator I
Systems Administrator I	CONTISS 08	i. By appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Systems Administrator II with three (3) years' time in rank	Senior Systems Administrator.
Senior Systems Administrator	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion avenue for Systems Administrator I with three (3) years' time in rank	Principal Systems Administrator.
Principal Systems Administrator	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience with membership of relevant professional body. ii. Promotion Avenue for Senior Systems Administrator with three (3) years' time in rank with Membership of relevant professional body.	Assistant Chief Systems Administrator
Assistant Chief Systems Administrator	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Systems Administrator with three (3) years' time in rank.	Chief Systems Administrator
Chief Systems Administrator	CONTISS 13	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience. ii. Promotion Avenue for Assistant Chief Systems Administrator with three (3) years' time in rank. iii. Terminal rank for third class and pass degrees holders without additional qualification.	Deputy Director ICT

Deputy Director ICT	CONTISS 14	<ul style="list-style-type: none"> <li>i. Minimum entry qualification plus at least a Master's degree with at least 19 years post qualification working experience.</li> <li>ii. Promotion Avenue for Chief Systems Administrator who has spent at least four (4) years' time in rank.</li> </ul>	
Director ICT	CONTISS 15	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus at least a Master's degree with at least twenty three (23) years post qualification cognate experience; or nineteen (19) years with Ph.D.</li> <li>ii. <b>Vacancy to be filled by appointment.</b></li> </ul>	

## S8. **SYSTEM ANALYST CADRE**

Minimum entry qualification is first degree in Information Technology, Operations Research and Planning and Decision Science or any relevant qualification from a recognized University and National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
System Analyst II	CONTISS 07	i. By Appointment: Minimum entry qualification.	System Analyst I
System Analyst I	CONTISS 08	i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience. ii. Promotion Avenue for Analyst II with three (3) years' time in rank.	Senior System Analyst
Senior System Analyst	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for System Analyst I with three (3) years' time in rank.	Principal System Analyst
Principal System Analyst	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience, three (3) years of which must be at University Computer Centre or equivalent. ii. Promotion Avenue for Senior System Analyst with three (3) years' time in rank with membership of professional body. OR iii. Promotion Avenue for Senior System Analyst with four (4) years' time in rank for staff without a professional body.	Assistant Chief Analyst
Assistant Chief Analyst	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience with membership of professional body, five (5) years of which must be at University Computer Centre or equivalent. ii. Promotion Avenue for Principal Analyst with four (4) years' time in rank	Chief Analyst
Chief Analyst	CONTISS 13	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience, with membership of professional body, eight (8) years of which must be at University Computer Centre or equivalent. ii. Promotion Avenue for Assistant Chief Analyst with four (4) years' time in rank. iii. Terminal rank for third class and pass degrees holders without additional qualification.	Deputy Director Analyst

Deputy Director Analyst	CONTISS 14	<ul style="list-style-type: none"> <li data-bbox="580 159 1254 331">i. By Appointment: Minimum entry qualification plus at least a Master's degree with at least nineteen (19) years post qualification working experience, with membership of professional body.</li> <li data-bbox="580 371 1254 472">ii. Promotion Avenue for Chief Analyst who has been spent at least four (4) years' time in rank on the grade.</li> <li data-bbox="580 512 1254 544">iii. <b>Terminal rank for the cadre.</b></li> </ul>	
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**T1. TECHNICAL OFFICER CADRE**

The minimum entry qualifications for:

I. Assistant Technical Officer: National Diploma or equivalent from a recognized Institution.

II. Technical Officer II: Higher National Diploma (HND) from a recognized Institution and National Youth Service Corps (NYSC)/exemption/exclusion certificate.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Technical Officer	CONTISS 06	i. By Appointment: Minimum entry qualification I	Technical Officer II
Technical Officer II	CONTISS 07	i. By Appointment: Minimum entry qualification IA). ii. Promotion Avenue for Assistant Technical Officer with three (3) years' time in rank	Technical Officer I
Technical Officer I	CONTISS 08	i. By Appointment: Minimum entry qualification II with three (3) years post qualification working experience. ii. Promotion Avenue for Technical Officer II with three (3) years' time in rank iii. Terminal rank for Diploma holders or equivalent.	Senior Technical Officer
Senior Technical Officer	CONTISS 09	i. By Appointment: Minimum entry qualification II with six (6) years post qualification working experience. ii. Promotion Avenue for Technical Officer I with three (3) years' time in rank	Principal Technical Officer
Principal Technical Officer	CONTISS 11	i. By Appointment: Minimum entry qualification II with nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Technical Officer with three (3) years' time in rank.	Assistant Chief Technical Officer
Assistant Chief Technical Officer	CONTISS 12	i. By Appointment: Minimum entry qualification II with twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Technical Officer with three (3) years' time in rank.	Chief Technical Officer
Chief Technical Officer	CONTISS 13	i. By Appointment: Minimum entry qualification II with fifteen (15) years post qualification working experience. ii. Promotion Avenue for Assistant Chief Technical Officer with three (3) years' time in rank.	

**T2. TECHNOLOGIST CADRE**

The minimum entry qualifications for:

I. Assistant Technologist: National Diploma in SLTP, Pharmacy, Computer Hardware or equivalent in relevant field from a recognized Institution.

II. Technologist II: Higher National Diploma (HND) or first degree in relevant field from a recognized Institution and National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Technologist	CONTISS 06	i. By Appointment: Minimum entry qualification I	Technologist II
Technologist II	CONTISS 07	i. By Appointment: Minimum entry qualification II ii. Promotion Avenue for Assistant Technologist with three (3) years' time in rank.	Technologist I
Technologist I	CONTISS 08	i. By Appointment: Minimum entry qualification II with three (3) years post qualification working experience. ii. Promotion Avenue for Technologist II with three (3) years' time in rank. iii. Terminal rank for Diploma holders or equivalent.	Senior Technologist
Senior Technologist	CONTISS 09	i. By Appointment: Minimum entry qualification II with six (6) years post qualification working experience. ii. Promotion Avenue for Technologist I with three (3) years' time in rank.	Principal Technologist
Principal Technologist	CONTISS 11	i. By Appointment: Minimum entry qualification II with nine (9) years post qualification working experience and membership of relevant professional body. ii. Promotion Avenue for Senior Technologist with three (3) years' time in rank and membership of relevant professional body.	Assistant Chief Technologist
Assistant Chief Technologist	CONTISS 12	i. By Appointment: Minimum entry qualification II with twelve (12) years post qualification working experience. ii. Promotion Avenue for Principal Technologist with three (3) years' time in rank.	Chief Technologist

Chief Technologist	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with fifteen (15) years post qualification working experience.</li> <li>ii. Promotion Avenue for Assistant Chief Technologist with three (3) years' time in rank.</li> <li>iii. Terminal rank for Higher National Diploma, third class and pass degree holders without additional qualifications.</li> </ul>	Senior Chief Technologist
Senior Chief Technologist	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with nineteen (19) years post qualification working experience.</li> <li>ii. Promotion Avenue for Chief Technologist with three (3) years' time in rank plus <u>Master's Degree</u> in relevant fields.</li> </ul>	Director Laboratories
Director Laboratories	CONTISS 15	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II with twenty three (23) years post qualification working experience with membership of relevant professional body.</li> <li>ii. <b>Position to be field by appointment.</b></li> </ul>	

### T3. TYPIST CADRE

The minimum entry qualification is National Diploma in Computer, Secretarial Studies or equivalent from a recognized institution.

RANK	SALARY SCALE	REQUIREMENTS	NEXT RANK
Senior Typist	CONTISS 06	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification</li> </ul>	Assistant Chief Typist
Assistant Chief Typist	CONTISS 07	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus three (3) years post qualification working.</li> <li>ii. Promotion Avenue for Senior Typist with three (3) years' time in rank</li> </ul>	Chief Typist
Chief Typist	CONTISS 08	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus three (3) years post qualification working experience.</li> <li>ii. Promotion Avenue for Assistant Chief Typist with three (3) years' time in rank</li> <li>iii. <b>Terminal rank for the Cadre</b></li> </ul>	This Cadre terminates here



**U1. UNIVERSITY PRIMARY SCHOOL TEACHERS CADRE**

The minimum entry qualifications for:

I. Tutor III: National Certificate of Education (NCE) in relevant field or equivalent from recognized Institution.

II. Tutor II: First degree in relevant field or equivalent from a recognized institutions and National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Tutor III	CONTISS 06	i. By Appointment: Minimum entry qualification I	Tutor II
Tutor II	CONTISS 07	i. By Appointment: Minimum entry qualification II ii. Promotion Avenue for Tutor III with at least three (3) years' time in rank	Tutor I
Tutor I	CONTISS 08	i. By Appointment: Minimum entry qualification II plus three (3) years post qualification working experience ii. Promotion Avenue for Tutor II with at least three (3) years' time in rank. iii. Terminal rank for NCE holders or equivalent.	Senior Tutor
Senior Tutor	CONTISS 09	i. By Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Tutor I with at least three (3) years' time in rank	Principal Tutor II
Principal Tutor II	CONTISS 11	i. By Appointment: Minimum entry qualification plus nine (9) years post qualification working experience. ii. Promotion Avenue for Senior Tutor with at least three (3) years' time in rank and membership of the Teachers Registration Council of Nigeria (TRCN).	Principal Tutor I
Principal Tutor I	CONTISS 12	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience and membership of TRCN. ii. Promotion Avenue for Principal Tutor II with three (3) years' time in rank.	Chief Tutor

Chief Tutor	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification plus with fifteen (15) years post qualification working experience and membership of TRCN</li> <li>ii. Promotion Avenue for Chief Tutor with three (3) years' time in rank and membership of Teachers Registration Council of Nigeria (TRCN)</li> <li>iii. <b>Terminal rank for the cadre</b></li> </ul>	Head Teacher
Head Teacher	CONTISS 14	<ul style="list-style-type: none"> <li>i. Position to be filled by appointment for single tenure of five (5) years only.</li> </ul>	

**U2. UNIVERSITY SECONDARY SCHOOL TEACHER'S CADRE**

The minimum entry qualification for:

- I. Assistant Master: National Certificate of Education (NCE) in relevant field or equivalent from a recognized Institution.
  
- II. Master III: First degree in relevant field from a recognized institution and National Youth Service Corps (NYSC)/Exemption/Exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Master	CONTISS 06	i. By Appointment: Minimum entry qualification I	Master III
Master III	CONTISS 07	i. By Appointment: Minimum entry qualification II ii. Promotion Avenue for Assistant Master with three (3) years' time in rank	Master II
Master II	CONTISS 08	i. By Appointment: Minimum entry qualification II plus three (3) years post qualification experience. ii. Promotion Avenue for Master III with at least three (3) years' time in rank. iii. Terminal rank for NCE or equivalent holders.	Master I
Master I	CONTISS 09	i. By Appointment: Minimum entry qualification II plus six (6) years post qualification experience. ii. Promotion Avenue for Master II with three (3) years' time in rank	Senior Master
Senior Master	CONTISS 11	i. By Appointment: Minimum entry qualification II Plus nine (9) years post qualification experience and membership of the Teachers Registration Council (TRCN) ii. Promotion Avenue for Master I with three (3) years' time in rank and membership of the Teachers Registration Council of Nigeria (TRCN)	Principal Master II

Principal Master II	CONTISS 12	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II plus twelve (12) years post qualification experience and membership of the Teachers Registration Council (TRCN).</li> <li>ii. Promotion Avenue for Senior Master with three (3) years' time in rank the Teachers Registration Council of Nigeria (TRCN)</li> </ul>	Principal Master I
Principal Master I	CONTISS 13	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II plus fifteen (15) years post qualification experience and membership of the Teachers Registration Council (TRCN)</li> <li>ii. Promotion Avenue for Principal Master II with three (3) time in rank and membership of the Teachers Registration Council (TRCN)</li> <li>iii. Terminal rank for third class and pass degree holders without additional qualification.</li> </ul>	Vice Principal
Vice Principal	CONTISS 14	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II plus nineteen (19) years post qualification experience and membership of the Teachers Registration Council (TRCN)</li> <li>ii. The position is to be filled by appointment of any of the principal Master I with at least three (3) years' time in rank</li> <li>iii. The appointment is for an initial period of two (2) years, renewable for another two (2) years only.</li> <li>iv. Possession of a Master's degree will be an added advantage.</li> </ul>	Principal
Principal	CONTISS 15	<ul style="list-style-type: none"> <li>i. By Appointment: Minimum entry qualification II plus nineteen (19) years post qualification experience and membership of the Teachers Registration Council (TRCN)</li> <li>ii. Position to be filled by appointment for single tenure of five (5) years only.</li> <li>iii. Possession of a Master's degree will be an added advantage.</li> </ul>	

**V1. VETRINARY OFFICERS CADRE IN THE UNIVERSITY VETERINARY CLINIC**

The minimum entry qualification is first degree in Veterinary Medicine (DVM) from a recognized University and registration with the Veterinary Medicine Council of Nigeria (VMCN) plus National Youth Service Corps (NYSC)/exemption/exclusion certificate. Third Class and Pass degree holders must be examined and interviewed.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Veterinary Officer	CONTISS 08	i. By Appointment: Minimum entry qualification.	Senior Veterinary Officer
Senior Veterinary Officer	CONTISS 09	i. Appointment: Minimum entry qualification with three (3) years working experience. ii. Promotion Avenue for Veterinary Officer with three (3) years' Time in Rank.	Principal Veterinary Officer II
Principal Veterinary Officer II	CONTISS 11	i. Appointment: Minimum entry qualification plus six (6) years post qualification working experience. ii. Promotion Avenue for Senior Veterinary Officer with three (3) years' time in rank <u>with membership of professional body.</u>	Principal Veterinary Officer I
Principal Veterinary Officer I	CONTISS 12	i. Appointment: Minimum entry qualification plus nine (9) years post qualification working experience. ii. Promotion Avenue for Principal Veterinary Officer II with three (3) years' time in rank.	Assistant Chief Veterinary Officer
Assistant Chief Veterinary Officer	CONTISS 13	i. By Appointment: Minimum entry qualification plus twelve (12) years post qualification working experience, five (5) years of which must be in Veterinary service in a University/Agencies. ii. Promotion Avenue for Principal Veterinary Officer I with three (3) years' time in rank. iii. Terminal rank for third class and pass degrees holders without additional qualification.	Chief Veterinary Officer
Chief Veterinary Officer	CONTISS 14	i. By Appointment: Minimum entry qualification plus fifteen (15) years post qualification working experience, seven (7) years of which must be in Veterinary service in a University/Agencies ii. Promotion Avenue for Assistant Chief Veterinary Office with four (4) years' Time in Rank	Director Veterinary Services

<p>Director Veterinary Services</p>	<p>CONTISS 15</p>	<p>i. By Appointment: Minimum entry qualification plus nineteen (19) years post qualification working experience, nine (9) years of which must be in Veterinary service in a University/Agencies.</p> <p>ii. <b>Position to be filled by appointment.</b></p>	
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**W1. WORKS SUPERINTENDENT CADRE**

The minimum entry qualification is for the cadre is National Diploma in relevant field or equivalent from recognized institutions.

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Works Superintendent	CONTISS 06	i. By Appointment: Minimum entry qualification	Works Superintendent II
Works Superintendent II	CONTISS 07	i. By Appointment: Minimum entry qualification plus three (3) years post qualification experience. ii. Promotion Avenue for Assistant Works Superintendent with three (3) years' time in rank	Works Superintendent I
Works Superintendent I	CONTISS 08	i. By Appointment: Minimum entry qualification plus six (6) years post qualification experience. ii. Promotion Avenue for Works Superintendent II with three (3) years' time in rank	This Cadre terminates here.





# **PART - TWO**

## **JUNIOR STAFF** (CONTISS/CONHESS 01-05)



**A1. AGRICULTURAL/FORSTRY/LIVESTOCK/LANDSCAPE OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Agricultural/ Forestry/ Livestock/ Landscape Assistant	CONTISS 2	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Senior Assistant Agricultural/Forestry/ Livestock/Landscape
Senior Assistant Agricultural/ Forestry/ Livestock/ Landscape	CONTISS 3	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent with certificate in relevant field.  ii. Promotion Avenue for Assistant with three (3) years time in rank.	Supervisor Agricultural/Forestry/Liv estock/Landscape
Supervisor Agricultural/ Forestry/ Livestock/ Landscape	CONTISS 4	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent with certificate in relevant from recognized institution with four (4) working experience  ii. Promotion Avenue for Senior Assistant with certificate in relevant field from a recognized institution with three (3) years' time in rank.	Senior Supervisor Agricultural/Forestry/Liv estock/Landscape
Senior Supervisor Agricultural/ Forestry/ Livestock/ Landscape	CONTISS 5	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent plus certificate in relevant from recognized institution with eight (8) working experience,  ii. Promotion Avenue for Supervisor with three (3) years time in rank.	This cadre terminates here. The next rank is Assistant Superintendent, which is a Senior Staff Position

**A2. ARTIST CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Artist Assistant	CONTISS 2	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent plus special aptitude for Artist.	Artist Supervisor
Senior Artist	CONTISS 3	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate plus special aptitude for Artist.  ii. Promotion Avenue Artist Assistant with three (3) years' time in rank	Artist Supervisor
Artist Supervisor	CONTISS 4	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent plus certificate in Art with at least four (4) years cognate experience  ii. Promotion Avenue for Senior Artist Assistant with three (3) years' time in rank, plus certificate in relevant field.	Senior Artist Supervisor
Senior Supervisor	CONTISS 5	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent plus a certificate in Art with at least eight (8) years cognate experience  ii. Promotion Avenue for Artist Supervisor with three (3) years time in rank.	This cadre terminates here. The next rank is Assistant Technical Officer is a Senior staff position

### **A3. ARTISAN CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Artisan III	CONTISS 2	i. By Appointment: Minimum entry qualification is Junior School Certificate Examination (JSCE) or equivalent with Trade Test III.	Artisan II
Artisan II	CONTISS 3	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) or equivalent with Trade Test II.  ii. Promotion Avenue for Artisan III with three (3) years time in rank plus Trade Test II	Artisan I
Artisan I	CONTISS 4	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) or equivalent with Trade Test I, with at least four(4) cogent working experience.  ii. Promotion Avenue for Artisan II with three (3) years time in rank	Foreman
Foreman	CONTISS 5	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) or equivalent with Trade Test I, with at least eight (8) cogent working experience.  ii. Promotion Avenue for Artisan I with Trade Test I and three (3) years time in rank.	This cadre terminates here. The next rank is Senior Foreman and is a Senior staff position.

**B1. BINDERY OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Bindery Assistant	CONTISS 2	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Senior Bindery Assistant
Senior Bindery Assistant	CONTISS 3	i. Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent.  ii. Promotion Avenue for Bindery Assistant with three (3) years time in rank.	Bindery Supervisor
Bindery Supervisor	CONTISS 4	By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent with relevant certificate in Bindery from a recognized institution plus four (4) years cognate experience.  i. Promotion Avenue for Senior Bindery Assistant with three (3) years time in rank.	Senior Bindery Supervisor
Senior Bindery Supervisor	CONTISS 5	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent with certificate in Bindery with at least eight (8) years cognate experience.  ii. Promotion Avenue for Bindery Supervisor with three (3) year's time in rank.	The cadre terminates here. Next rank is Bindery Officer II and is a Senior staff position

**C1. CABLE SATELLITE/COMMUNICATION OPERATOR CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Cable Satellite/ Communication Assistant	CONTISS 2	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) or its equivalent.	Cable Satellite/ Communication Operator
Cable Satellite/ Communication Operator	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus Certificate in Telecommunication.  ii. Promotion Avenue for Cable Satellite/Communication Assistant with three (3) years' time in rank.	Senior Cable Satellite/ Communication Operator
Senior Cable Satellite/Commu nication Operator	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus four (4) years cognate working experience.  ii. Promotion Avenue for Cable Satellite/Telephone Operator with three (3) years time in rank plus Certificate in Telecommunication.	Chief Cable Satellite/ Communication
Chief Cable Satellite/Commu nication Operator	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus eight (8) years cognate experience.  ii. Promotion Avenue for Senior Cable Satellite/Communication Operator with three (3) years time in rank.	Terminal Rank for the Cadre

**C2. CATERING OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Cook/Steward/ Baker I	CONTISS 2	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Head Cook/Steward/Baker
Head Cook/Steward/ Baker	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with Certificate in Catering from recognized institution.  ii. Promotion Avenue for Cook/Steward/Baker I with three (3) years time in rank	Senior Cook/Steward/Baker
Senior Cook/Steward/ Baker	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus relevant certificate with at least four (4) years cognate experience.  ii. Promotion Avenue for Head Cook/Steward/Baker with three (3) years' time in rank plus Certificate in Catering from a recognized institution.	Chief Cook/Steward/Baker
Chief Cook/Steward/ Baker	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with plus Certificate in Catering from a recognized institution, with at least eight (8) years cognate working experience,  OR	The cadre terminates here. Next Rank is Assistant Catering Officer which is a Senior staff position.



		<ul style="list-style-type: none"><li>ii. Five credits in SSCE certificate or equivalent with plus Higher Certificate in Catering from a recognized institution.</li><li>iii. Promotion Avenue for Senior Cook/ Steward/ Baker with three (3) years' time in rank.</li></ul>	
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### **C3. CLEANER/OFFICE ATTENDANT CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Cleaner/ Office Attendant	CONTISS 2	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Care Taker/ Clerical Officer
Care Taker/ Clerical Officer	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent.  ii. Promotion Avenue for Cleaner/Office Attendant with three (3) years' time in rank.  iii. Terminal rank for Cleaners/Office Attendants	Senior Clerical Officer (Admin)
Senior Clerical Officer (Admin)	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Clerical Officer Certificate from recognized institution with four (4) years cognate experience.  ii. Promotion Avenue for Care Taker/Clerical Officer with three (3) years time in rank and Clerical Officers Certificate.	Chief Clerical Officer (Admin)
Chief Clerical Officer (Admin)	CONTISS 5	i. By Appointment: Minimum entry qualification is SSCE or its equivalent plus Clerical Officer's Certificate from a recognized institution plus eight (8) years cognate experience.  ii. Promotion Avenue for Senior Clerical Officer with three (3) years' time in rank	Terminal Rank for Cleaner/Office Attendant Officers cadre.  Next rank of AEO is a Senior Staff Cadre.

**C4. CLERICAL OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Clerical Assistant	CONTISS 2	ii. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Care Taker/ Clerical Officer
Care Taker/ Clerical Officer	CONTISS 3	iv. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent.  v. Promotion Avenue for Care Taker/Clerical Officer with three (3) years' time in rank.	Senior Clerical Officer (Admin)
Senior Clerical Officer (Admin)	CONTISS 4	iii. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Clerical Officer Certificate from recognized institution with four (4) years cognate experience.  iv. Promotion Avenue for Clerical Officer with three (3) years time in rank and Clerical Officers Certificate.	Chief Clerical Officer (Admin)
Chief Clerical Officer (Admin)	CONTISS 5	iii. By Appointment: Minimum entry qualification is SSCE or its equivalent plus Clerical Officer's Certificate from a recognized institution plus eight (8) years cognate experience.  iv. Promotion Avenue for Senior Clerical Officer with three (3) years time in rank	Terminal Rank for Clerical Officers cadre.  Next rank of AEO is a Senior Staff Cadre.

**C5. CLERICAL OFFICER (ADMIN/ACCOUNTS) CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Clerical Assistant (Admin/Accts)	CONTISS 2	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Clerical Officer (Accounts)
Clerical Officer (Admin/Accts)	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Clerical Officers Certificate from recognized institution.  ii. Promotion Avenue for Clerical Assistant with three (3) years time in rank.	Senior Clerical Officer (Accts)
Senior Clerical Officer (Admin/Accts)	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with four (4) years cognate experience.  ii. Promotion Avenue for Clerical Officer with three (3) years time in rank and Clerical Officers Certificate.	Chief Clerical Officer (Accounts)
Chief Clerical Officer (Admin/Accts)	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Clerical Officer Certificate from recognized institution with eight (8) years cognate experience.  ii. Promotion Avenue for Senior Clerical Officer with three (3) years time in rank.	Terminal Rank for Clerical Officers cadre.  Next rank of AEO is a Senior Staff Cadre.

**C6. COMPUTER OPERATOR/CADER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Computer Operator/Cader	CONTISS 2	i. By Appointment: Minimum entry qualification five (5) credits in Senior Schools (SSCE) certificate.	Computer Operator/Coder
Computer Operator/Cader	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Certificate in Computer from recognized institution. ii. Promotion Avenue for Assistant Computer Operator/Cader with three (3) years time in rank.	Senior Computer Operator/Coder
Senior Computer Operator/Cader	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Certificate in Computer from recognized institution with at least four (4) years cognate experience. ii. Promotion Avenue: for Computer Operator with three (3) years' time in rank and Certificate in Computer.	Chief Computer Operator/Coder
Chief Computer Operator/Cader	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Certificate in Computer from recognized institution with at least four (4) years cognate experience, OR ii. By Appointment: Minimum entry qualification is five credits in SSCE certificate	Terminal for the Cadre. Next rank is Assistant Operational Officer is in the Senior Cadre.

		<p>or equivalent plus Higher Certificate in Computer from recognized institution.</p> <p>iii. Promotion Avenue: Senior Computer Operator/Coder with three (3) years time in rank.</p>	
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**D1. DRAUGHTSMAN CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Draughtsman Assistant	CONTISS 2	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Certificate in Computer.	Draughtsman III
Draughtsman III	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with a training in technical drawing; or  ii. SSCE plus Elementary certificate in Draughting.  iii. Promotion Avenue for Draughtsman Assistant with three (3) years time in rank.	Draughtsman II
Draughtsman II	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Elementary Certificate in draughting from a recognized institution with at least four (4) years cognate experience.  ii. SSCE or its equivalent plus Intermediate Certificate in draughting.  iii. Promotion Avenue for Draughtsman III with three (3) years time in rank.	Draftsman I

Draughtsman I	CONTISS 5	<ul style="list-style-type: none"> <li data-bbox="544 159 1043 461">i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Intermediate Certificate in draughting with at eight (8) years cognate experience.</li> <li data-bbox="544 472 1043 584">ii. Promotion Avenue: Draughtsman II with three (3) years time in rank.</li> </ul>	<p data-bbox="1066 159 1422 237">Terminal rank for the Cadre.</p> <p data-bbox="1066 248 1422 416">The Next rank of Assistant Technical Officer and is a Senior staff Cadre.</p>
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**D2. DRIVER/DRIVER MECHANIC CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Driver/Driver Mechanic III	CONTISS 2	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent or equivalent with group 'E' Driving License.	Driver/Driver Mechanic II
Driver/Driver Mechanic II	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with Trade Test II and group 'E' Driving License.  ii. Promotion Avenue for Driver/Driver Mechanic III with Trade Test III with three (3) years time in rank.	Driver/Driver Mechanic I
Driver/Driver Mechanic I	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with Trade Test II and a group 'E' Driving License with at least four (4) years cognate experience OR,  ii. First School Leaving Certificate plus Trade Test I with group 'E' driving license with at least eight (8) years driving experience.  iii. Promotion Avenue for Driver/Driver Mechanic II with Trade Test II with three (3) years time in rank.	Senior Driver/Senior Driver Mechanic

Senior Driver/ Senior Driver Mechanic	CONTISS 5	<ul style="list-style-type: none"> <li data-bbox="544 159 1043 504">i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Trade Test I with group 'E' Driving License with at least twelve (12) years driving experience</li> <li data-bbox="544 555 1043 721">ii. Promotion Avenue: for Driver/Driver Mechanic I with Trade Test I with three (3) time in rank.</li> </ul>	The cadre terminates here. Next rank Chief Driver/Transport Officer is a Senior staff position.
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**F1. FIRE SERVICE OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Fireman	CONTISS 2	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Senior Fireman
Senior Fireman	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with at least four (4) years cognate experience in firefighting.  ii. Promotion Avenue for Fireman with three (3) years' time in rank plus basic fire fighting training.	Asst. Chief Fireman
Asst. Chief Fireman	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Fireman's Certificate plus four (4) years cognate experience  ii. Promotion Avenue for Senior Fireman with three (3) years time in rank.	Chief Fireman
Chief Fireman	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate plus Advance/Higher Certificate in Fire fighting.  ii. Promotion Avenue for Assistant Chief Fireman with three (3) years' time in rank.	Terminal rank for the cadre  The next rank of Assistant Fire Officer is Senior staff Cadre.

**L1. LABORATORY ATTENDANT CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Laboratory Assistant	CONTISS 2	i. By Appointment: Minimum entry qualification is five (5) credits in Senior Schools (SSCE) certificate or equivalent from recognized institution.	Senior Laboratory Assistant
Senior Laboratory Assistant	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE Certificate or equivalent from recognized Institution with four (4) years cognate experience  ii. Promotion Avenue for Laboratory Attendant with three (3) years time in rank.	Laboratory Technician
Laboratory Technician	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with eight (8) years cognate experience.  ii. Promotion Avenue for Senior Laboratory Assistant with three (3) years time in rank.	Senior Laboratory Technician
Senior Laboratory Technician	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with twelve (12) years cognate experience  ii. Promotion Avenue for Laboratory Technician with three (3) years time in rank.	Terminal rank for the cadre. The next rank of Assistant Lab. Scientist is in Senior staff cadre.

## **L.2 LAUNDARY OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Laundry Attendant	CONTISS 1	i. By Appointment: Minimum entry qualification is Able bodied person with First School Leaving Certificate (FSLC)	Laundry Assistant
Laundry Assistant	CONTISS 2	i. By Appointment: Minimum entry qualification is Able bodied person with First School Leaving Certificate (FSLC) with at least four (4) years cognate experience.  ii. Promotion Avenue for Laundry Attendant with three (3) years time in rank.	Senior Laundry Supervisor
Senior Laundry Supervisor	CONTISS 3	i. By Appointment: Minimum entry qualification is Able bodied person with First School Leaving Certificate (FSLC) with at least eight (8) years cognate experience.  ii. Promotion Avenue for Laundry Assistant with three (3) years time in rank.  iii. Terminal rank for abled bodied/FSLC holders.	Assistant Chief Laundry Supervisor
Assistant Chief Laundry Supervisor	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) plus four (4) cognate working experiences in Laundry services.  ii. Promotion Avenue for Senior Laundry Supervisor with three (3) years time in rank.	Terminal rank for Laundry Cadre

### **L.3 LIBRARY OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Library Assistant II	CONTISS 2	i. By Appointment: Minimum entry qualification five (5) credits in Senior Schools (SSCE) certificate or equivalent	Library Assistant I
Library Assistant	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with at least four (4) years cognate experience.  ii. Promotion Avenue for Library Assistant II with three (3) years time in rank.	Senior Library Assistant
Senior Library Assistant	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus certificate in Library Assistant course.  ii. Promotion Avenue for Library Assistant I with three (3) years time in rank.	Chief Library Assistant
Chief Library Assistant	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus certificate in Library Assistant course with at least four (4) years cognate working experience.  ii. Promotion Avenue for Senior Library Assistant with three (3) years time in rank.	Terminal rank for the Cadre. The next rank is Assistant Library Officer is in the Senior Staff Cadre.

## **M1 MUSEUM OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Museum Assistant	CONTISS 02	i. By Appointment: Minimum entry qualification five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Senior Museum Assistant
Senior Museum Assistant	CONTISS 03	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus four (4) years cognate experience.  ii. Promotion Avenue for Museum Assistant with three (3) years time in rank.	Assistant Chief Museum Keeper
Assistant Chief Museum Keeper	CONTISS 04	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus Certificate in Museum keeping, with four (4) years cognate experience.  ii. Promotion Avenue for Senior Museum Assistant with three (3) years time in rank.	Chief Museum Keeper
Chief Museum Keeper	CONTISS 05	i. By Appointment: Minimum entry qualification is certificate in Museum keeping plus eight (8) years cognate working experience.  ii. Promotion Avenue for Assistant Chief Museum Keeper with three (3) years time in rank.	Terminal rank of the cadre.

**P1. PHARMACY TECHNICIAN CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Pharmacy Assistant	CONHESS 02	i. By Appointment: Minimum entry qualification five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Senior Pharmacy Assistant
Senior Pharmacy Assistant	CONHESS 03	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with at least four (4) years cognate working experience.  ii. Promotion Avenue for Pharmacy Assistant with three (3) years time in rank.	Assistant Chief Pharmacy Technician
Asst. Chief Pharmacy Technician	CONHESS 04	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus approved Certificate from School of Health Technology with at least four (4) years cognate experience.  ii. Promotion Avenue for Senior Pharmacy Assistant with three (3) years time in rank plus Certificate from School of Health Technology.	Chief Pharmacy Technician
Chief Pharmacy Technical	CONHESS 05	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus approved Certificate from School of Health Technology with at least four (4) years cognate experience  ii. Promotion Avenue for Assistant Chief Pharmacy Technician with 3 years times in Rank	Terminal Rank, the next of Pharmacy Intern/NYSC (Pharmacist II ) is Senior Staff



**P2. PHOTOGRAPHER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Photographer Assistant	CONTISS 02	i. By Appointment: Minimum entry qualification five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Senior Photographer Assistant
Senior Photographer Assistant	CONTISS 03	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with at least four (4) years cognate experience.  ii. Promotion Avenue for Photographer Assistant with three (3) years time in rank.	Assistant Chief Photographer
Assistant Chief photographer	CONTISS 04	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with certificate in Photographing from a recognized institution with at least four (4) years cognate experience.  ii. Promotion Avenue for Senior Photographer Assistant with three (3) years time in rank.	Chief Photographer
Chief Photographer	CONTISS 05	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus certificate in Photographing technology from a recognized institution with at least four (4) years cognate experience.  ii. Promotion Avenue for Assistant Chief Photographer with three (3) years time in rank.	Terminal rank for the cadre.

### **P3. PRINTER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Printer Assistant	CONTISS 2	i. By Appointment: Minimum entry qualification five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Senior Printer Assistant
Senior Printer Assistant	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with at least four (4) years cognate experience.  ii. Promotion Avenue for Printer Assistant with three (3) years time in rank.	Assistant Chief Printer
Assistant Chief Printer	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with plus certificate in Printing Technology from recognized institution with at least four (4) years cognate experience.  ii. Promotion Avenue for Senior Printer Assistant with three (3) years time in rank.	Chief Printer
Chief Printer	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with plus certificate in Printing Technology from recognized institution with at least eight (8) years cognate experience.  i. Promotion Avenue for Assistant Chief Printer with three (3) years' time in rank.	This cadre terminates here. Next rank of Assistant Technical Officer is a senior staff cadre.

**P4. PORTER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Assistant Porter	CONTISS 2	i. By Appointment: Minimum entry qualification five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Senior Porter
Senior Porter	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with at least four (4) years cognate working experience.  i. Promotion Avenue for Assistant Porter with three (3) years time in rank.	Assistant Chief Porter
Assistant Chief Porter	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with at least eight (8) years cognate experience.  i. Promotion Avenue for Senior Porter with three (3) years time in rank.	Chief Porter
Chief Porter	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with at least twelve (12) years cognate experience.  i. Promotion Avenue for Assistant Chief Porter with three (3) years time in rank.	Terminal rank for the cadre

**P5. PUBLIC HEALTH OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Health Assistant	CONHESS 2	i. By Appointment: Minimum entry qualification five (5) credits in Senior Schools (SSCE) certificate or equivalent.	Senior Health Assistant
Senior Health Assistant	CONHESS 3	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent with at least four (4) years cognate experience.  ii. Promotion Avenue: for Health Assistant with three (3) years time in rank	Assistant Chief Health Supervisor
Assistant Chief Health Supervisor	CONHESS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus certificate from School of Health Technology or equivalent with at least four (4) years cognate working experience.  ii. Promotion Avenue for Senior Health Assistant with at least three (3) years time in rank.	Chief Health Supervisor
Chief Health Supervisor	CONHESS 5	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus certificate from School of Health Technology or equivalent with at least eight (8) years cognate working experience.  i. Promotion avenue for Assistant Health Supervisor with three (3) years time in rank.	The cadre terminates here. Next rank is a Senior staff position.

**S1. SECRETARIAL OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Office Secretary II	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate or equivalent plus 80/50 WPM shorthand and typewriter or certificate in Information Technology/certificate in Con. Sec. IV.	Office Secretary I
Office Secretary I	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in SSCE certificate plus RSA Pitman's or Govt. Certificate for 100/50 WPM in Shorthand and Typewriting; OR  ii. Five credits in SSCE certificate plus Pitman or government certificate for 100/50WPM OR  iii. Higher Certificate in Computer Information Technology plus 100/50 WPM in Shorthand and Typewriting with at least four (4) years cognate experience, OR  iv. Con. Sec. IV plus three (3) years cognate experience.  v. Promotion Avenue for Office Secretary II with three (3) years time in rank plus 100/50 WPM in shorthand and typewriting from a recognized institution.	The cadre terminates here. Next rank is a senior staff on Con. Sec. III.

**S2. SECURITY OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Patrolman III	CONTISS 1	i. By Appointment: Minimum entry qualification is able bodied persons with First School Leaving Certificate (FSLC).	Patrolman II
Patrolman II	CONTISS 1/6	i. By Appointment: Minimum entry qualification is First School Leaving Certificate (FSLC) plus four (4) years cognate experience.  ii. Promotion Avenue: for Patrolman III with three (3) years time in rank.	Patrolman I
Patrolman I	CONTISS 2	i. By Appointment: Minimum entry qualification is SSCE or its equivalent or Retired Military/Police personnel with rank or Corporal.  ii. Promotion Avenue for Patrolman II with three (3) years time in rank.  iii. Terminal rank for First School Leaving Certificate (FSLC) holders	Senior Patrolman
Senior Patrolman	CONTISS 3	i. By Appointment: Minimum entry qualification is five credit in Senior School Certificate (SSCE) or equivalent plus four (4) years cognate experience or Retired Police/Military Sergeant.  ii. Promotion Avenue for Patrolman I with three (3) years time in rank.	Assistant Chief Patrolman

Assistant Chief Patrolman	CONTISS 4	<ul style="list-style-type: none"> <li data-bbox="582 159 1062 414">i. By Appointment: Minimum entry qualification is Retired Police/Military Sergeant plus four (4) years cognate experience, OR</li> <li data-bbox="582 427 1062 638">ii. Retired Police Inspector or equivalent in the Armed Forces or equivalent in the paramilitary services, OR</li> <li data-bbox="582 689 1062 855">iii. Promotion Avenue for Senior Patrolman with three (3) years time in rank</li> </ul>	Chief Patrolman
Chief Patrolman	CONTISS 5	<ul style="list-style-type: none"> <li data-bbox="582 869 1062 1214">i. By Appointment: Minimum entry qualification is Retired Police Inspector or equivalent in the Armed Forces or equivalent in the paramilitary services plus at least four (4) years cognate experience.</li> <li data-bbox="582 1265 1062 1431">ii. Promotion Avenue: for Assistant Chief Patrolman with three (3) years time in rank</li> </ul>	The cadre terminates here. Next rank is a senior staff position of Assistant Security Officer.

### **S3. STORE KEEPER OFFICER CADRE**

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>RANK NEXT</b>
Store Keeper	CONTISS 2	i. By Appointment: Minimum entry qualification five (5) credits in Senior Schools (SSCE) or its equivalent.	Senior Store Keeper
Senior Store Keeper	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus Certificate in Store Keeping from a recognized institution.  ii. Promotion Avenue for Store Keeper with three (3) years time in rank.	Assistant Chief Store Keeper
Assistant Chief Store Keeper	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent with Certificate in Store Keeping from a recognized institution and four (4) years cognate working experience.  ii. Promotion Avenue: Senior Store with three (3) years time in rank plus certificate in Store keeping.	Chief Store Keeper
Chief Store Keeper	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent with Certificate in Store Keeping from a recognized institution and eight (8) years cognate working experience.  ii. Promotion Avenue for Assistant Chief Store Keeper with three (3) years time in rank.	Terminal Rank, the next is Assistant Stores Officer is Senior Staff.



**S4. SURVEY CADRE**

	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Survey Assistant	CONTISS 2	i. By Appointment: Minimum entry qualification five (5) credits in Senior Schools (SSCE) or its equivalent	Senior Survey Assistant
Senior Survey Assistant	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus Certificate in Survey from a recognized institution.  ii. Promotion Avenue: for Survey Assistant with three (3) years time in rank.	Survey Supervisor
Survey Supervisor	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus Certificate in Survey from recognized institution with four (4) years cognate experience.  OR ii. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus Higher Certificate in Survey.  iii. Promotion Avenue for Senior Survey Assistant with three (3) years time in rank plus Certificate in Survey from a recognized institution.	Senior Survey Supervisor

Senior Survey Supervisor	CONTISS 5	<ul style="list-style-type: none"> <li data-bbox="595 159 1102 510">i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus Higher Certificate in Survey with at least eight (8) years cognate experience.</li> <li data-bbox="595 555 1102 683">ii. Promotion Avenue: Survey Supervisor with three (3) years' time in rank.</li> </ul>	The cadre terminates here. Next rank is a senior staff position of Assistant Technical Officer 06 and Surveyor II 07.
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**T1. TYPIST OFFICER CADRE**

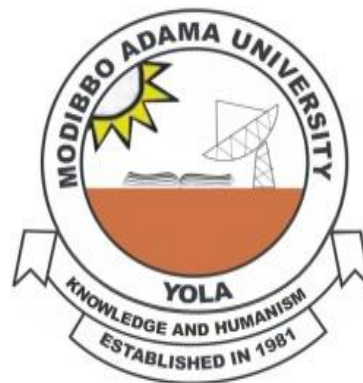
<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Typist III	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus 25 WPM Certificate in Typewriting.	Typist II
Typist II	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus 35 WPM in Typewriting. OR Certificate in Computer from a recognized institution.  ii. Promotion Avenue for Typist II with three (3) years time in rank.	Typist I
Typist I	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus 50 WPM in Typewriting, OR  ii. Higher Certificate in Computer Information Technology.  iii. Promotion Avenue for Typist II with three (3) years time in rank.	The cadre terminates here. Next rank is a senior staff position as Senior Typist.

## Z1. ZOO KEEPER CADRE

<b>RANK</b>	<b>SALARY SCALE</b>	<b>REQUIREMENTS</b>	<b>NEXT RANK</b>
Zoo Assistant	CONTISS 2	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent with experience in handling Animals.	Senior Zoo Keeper
Senior Zoo Keeper	CONTISS 3	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus Certificate in Zoo Keeping. ii. Promotion Avenue for Zoo Assistant with three (3) years time in rank.	Assistant Chief Zoo Keeper
Assistant Chief Zoo Keeper	CONTISS 4	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus Certificate in Zoo keeping with at least four (4) years cognate experience. ii. Promotion Avenue for Senior Zoo Keeper with three (3) years time in rank plus Certificate in Zoo keeping.	Chief Zoo Keeper
Chief Zoo Keeper	CONTISS 5	i. By Appointment: Minimum entry qualification is five credits in Senior School Certificate (SSCE) or its equivalent plus Certificate in Zoo keeping with at least eight (8) years cognate experience. ii. Promotion Avenue for Assistant Chief Zoo Keeper with three (3) years time in rank.	This cadre terminates here.

# **MODIBBO ADAMA UNIVERSITY, YOLA**

(Office of the Registrar)



**Source:**

Council & General Office,  
Room C4, DVC Academic Wing,  
Administrative Block.

**DECEMBER, 2022**