

SIERRA LEONE CIVIL SERVICE

JOB DESCRIPTION

Agriculture Officer

JOB DETAILS

Job Title: Agriculture Officer

Supervisor/Manager Title: Senior Agriculture Officer

MDA: Ministry of Agriculture and Forestry

Unit/Division/Directorate:

Grade: 7

Job Summary

The role holder is responsible for assisting with the implementation of agricultural programmes as well as to ensure effective and efficient delivery of agricultural activities.

Key Duties

Duty responsibility	Estimated Percentage of time (%)
Assist in supervising agricultural programmes and activities to ensure adherence to appropriate agricultural practices.	70 %
Participate in the preparation of agricultural calendar to guide farmers on timely and appropriate execution of agricultural activities.	5 %
Assist in the training of Farmers on best agricultural practices to improve production.	5 %
Participate in the preparation of annual activity plan, budget and technical report.	15 %
Participate in the formulation and review of agricultural policies, programme and activities.	5 %

Occasional duties

The jobholder may be required to:

- Attend meetings, seminars, trainings, workshops etc.
- Perform any other duty as assigned

Judgement and Decision-Making

The jobholder provides recommendations to management on operational matters.

Educational Requirements

A minimum of Bachelor's Degree in Agriculture General, Animal Science, Agricultural Extension, Crop Protection, Crop Science or related discipline from a recognized University.

Related Job Experience

Entry level

Competencies/skills

- Knowledge in modern productive agricultural methods and appropriate technologies;
- Knowledge in best agricultural practices and standardization;
- Oral and written communication skills;
- People Management Skills;
- Computer skills;
- Analytical skills;
- Planning and organizing.

Work environment

This job is mostly an office base role with minor exposure to hazards and moderate exposure to physical activities such as prolonged use of the computer. There is also an infrequent requirement to make early start or late finish.

