

SIERRA LEONE CIVIL SERVICE

JOB DESCRIPTION

Assistant Conservator of Forest

JOB DETAILS

Job Title: Assistant Conservator of Forest **Supervisor/Manager Title:** Conservator of Forest

MDA: Ministry of Agriculture and Forestry

Unit/Division/Directorate: Forestry Directorate **Grade:** 7

Job Summary

The jobholder is responsible for assisting in the conservation of forest areas within the districts or provinces through the supervision of tree planting and nurturing to prevent deforestation.

Key Duties

Duty responsibility	Estimated Percentage of time (%)
Assist in the implementation of forest policies, laws and regulation by providing relevant recommendation/advice on forest conservations.	10%
Assist in the supervision of planting and nurturing of forest trees for the sustainable management of Forest Resources.	30%
Prepare and submit monthly report on forestry activities within the district to update respective supervisor on these activities.	10%
Supervise the Forest Guard on the collection of revenue on Forestry products to ensure they are appropriately accounted for.	10%
Provide supervision to Game and Forestry guards within the respective District/Province/Area to ensure annual set objectives are achieved.	40%

Occasional Duties

The jobholder may be required to:

- Attend meetings or workshop in relation to forest conservation
- Perform any other duty assigned by supervisor

Judgement and Decision-Making

The jobholder takes decisions on minor issues such as transfer of game and forest guards.

Educational Requirements

A minimum of Bachelor's Degree in Forestry, Wood Science, Wildlife, Agriculture General or related field from a recognized University.

Related Job Experience

Entry Level

Competencies/Skills

- Basic knowledge of existing policies, rules and regulations related to forest and biodiversity;
- Interpersonal skills;
- Language skills;
- Computer skills;
- Oral and written communication skills.

Work Environment

The job is largely performed out of the office with severe exposure to hazards and moderate physically demanding activities. There are minor disruptions to leisure time such as work unplanned, overtime or weekends.

