



Government of the Republic of Trinidad and Tobago
The Service Commissions Department



NOTICE OF VACANCY

SCHOOLS SUPERVISOR III

(Range 62), Division of Education, Skills and Innovation, Tobago House of Assembly

Applications are invited from suitably qualified persons for the office of Schools Supervisor III (Range 62), Division of Education, Skills and Innovation, Tobago House of Assembly



POSITION

Schools Supervisor III (Range 62), Division of Education, Skills and Innovation, Tobago House of Assembly



CLOSING DATE

30th September, 2026
at 4:15 P.M local time



SALARY

Range 62: \$17,129 per month (2019) Interim Allowance \$7,056 per month (2019)



MINIMUM EXPERIENCE AND TRAINING REQUIREMENTS

Considerable experience as a Principal II, or Schools Supervisor II, or in education administration or education research, including supervisory experience, and training as evidenced by the possession of an approved degree from a recognized University supplemented by professional teacher training; or equivalent combination of experience and training.



DISTINGUISHING FEATURES OF WORK

An employee in this class is responsible for the inspection of work and for advising on various activities in government and assisted secondary schools. Work involves making investigations into education problems and conducting research in various phases of educational development. Employee is allowed considerable latitude for the exercise of initiative but work in general proceeds within the limits of broadly defined policies and procedures. Work is reviewed by professional superior to determine the effectiveness of programme and adherence to established policies.



REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Extensive knowledge and appreciation of subjects comprising the programme of the secondary schools.
- Extensive knowledge of modern educational theories, methods and practices.
- Considerable knowledge of education administration.
- Knowledge of education laws and regulations relating to secondary school education.
- Ability to undertake education research and to investigate education problems.
- Ability to inspect work in the secondary school system and to advise on various phases of the programme.
- Ability to foster and maintain good relationship between the secondary schools and the Ministry of Education.

The office of Schools Supervisor III is being advertised for the Tobago House of Assembly and successful candidates will be appointed in the Division of Education, Skills and Innovation, Tobago House of Assembly.



DISCLAIMER

Applicants must ensure that all required documents and evidence of their qualifications, experience and training are submitted in accordance with the Online Instructions to Applicants. The Teaching Service Commission will assess eligibility based on the information and supporting documentation submitted. Where the required information or documentation is not provided, or is insufficient to verify that the prescribed requirements have been met, the application will be deemed ineligible.



JOB SPECIFICATION

A copy of the Job Specification can be accessed [HERE](#)



ABOUT THE ROLE

The role of the Schools Supervisor III can be accessed [HERE](#)



REQUIRED DOCUMENTS

Relevant documents must be scanned and uploaded with the online application as stipulated on the **INSTRUCTIONS TO APPLICANTS** [HERE](#)



APPLICATION DEADLINE

Interested persons **MUST** submit their application **ONLINE ONLY**, on or before but no later than **30th September, 2026 at 4:15 p.m.** local time.



FURTHER DETAILS

For further details, the Advertisement can be accessed on the Service Commissions Department's website www.scd.org.tt



CLOSING DATE FOR SUBMISSION OF ONLINE APPLICATION:

30th SEPTEMBER, 2026 AT 4:15 P.M LOCAL TIME



ADDRESS

Cipriani Plaza
52-58 Woodford Street,
Port of Spain



CONTACT US

(868) 623-2991



WEBSITE

www.scd.org.tt