



# **PUNJAB PUBLIC SERVICE COMMISSION**

## **JOB DESCRIPTION FOR THE POST OF DEPUTY DIRECTOR AGRICULTURE (OFWM) (BS-18+RS.165/-SP) IN THE AGRICULTURE DEPARTMENT (WATER MANAGEMENT WING) (CASE NO. 101G2020)**

### **Main Responsibilities and Tasks**

1. Overall administrative in-charge in the district
2. To provide technical support and leadership in precision land leveling, watercourse improvement, high efficiency irrigation systems and other On farm Water Management activities to Tehsil teams.
3. To guide and assist field staff in the promotion and planning of OFWM activities
4. To guide and assist field staff for the development and organization of formal Water Users Associations under the ordinance for promoting watercourse improvement and water management activities.
5. To register Water Users Associations and to settle their disputes.
6. To provide on the job assistance to the field staff and executive committee members of the Water Users Associations.
7. To spot check under improvement and completed work for compliance with standards and specifications.
8. To scrutinize/process physical and financial reports and returns of various OFWM projects in the province.
9. To coordinate between field teams and higher offices.

### **Occasional Tasks and Responsibilities**

1. Any other task assigned by the government from time to time.

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