

GHANA EDUCATION SERVICE

In case of reply the number and date of this letter should be quoted



Ref. No. GES/HQ/HRMD/PROMO/21/22

HEADQUARTERS
Ministry Branch Post Office
P.O. Box M. 45
ACCRA

REPUBLIC of GHANA

23rd August, 2021

APPLICATION FOR 2021 PROMOTION TO THE GRADES OF DEPUTY DIRECTOR, ASSISTANT DIRECTOR I, ASSISTANT DIRECTOR II AND PRINCIPAL SUPERINTENDENT

Applications are invited from suitably qualified serving Officers/Teachers for consideration for promotion to the grade of:

- a) Deputy Director
- b) Assistant Director I
- c) Assistant Director II
- d) Principal Superintendent

QUALIFICATION

- a) **Deputy Director:** An applicant should have been promoted to the grade of Assistant Director I **on or before 2016** and should have been continuously at post since date (except for the periods of approved leave of absence).
- b) **Assistant Director I:** An applicant should have been promoted to the grade of Assistant Director II **on or before 2016** and should have been continuously at post since date (except for the periods of approved leave of absence).
- c) **Assistant Director II:** An applicant should have been promoted to the grade of Principal Superintendent **on or before 2016** and should have been continuously at post since date (except for the periods of approved leave of absence).
- d) **Principal Superintendent:** An applicant should have been promoted to the grade of Senior Superintendent I **on or before 2016** and should have been continuously at post since date (except for the periods of approved leave of absence).

Officers/Teachers with Master's Degree and PHD

For the avoidance of doubt, applicants who wish to rely on Master's/ Doctorate degrees to join the promotion exercise out of turn should note the following:

- a) Master's /PHD programme should be on the **approved** GES course of study.
- b) The Master's/PHD certificate should **not** have been obtained before the previous promotion.
- c) Applicants should have obtained their certificate on or before 2018 but not before your last promotion.

MODE OF APPLICATION

- I. An applicant should complete the **APPLICATION FORM** online, and upload a **passport size photograph** as well.
- II. An applicant should upload **only last promotion letter or upgrading letter or appointment letter**.
- III. An applicant should upload **only Master's/Doctorate Degree certificate** when using it for his/her promotion.
- IV. All documents uploaded **should be in a PDF format** with the exception of the passport photograph
- V. All documents uploaded **should be clear and readable**.
- VI. The completed application form should be uploaded on the website **NOT LATER THAN SEPTEMBER 23, 2021**

Please note: Failure to comply will result in outright disqualification

PROCESSING OF APPLICATION

- I. Please arrange to bring this advertisement to the notice of all eligible Officers/Teachers promptly to enable them meet the **DEADLINE** indicated above.
- II. The application forms can be accessed on (www.gespromotions.gov.gh).


ADJOA VAN VICKER
DIRECTOR, HRMD
FOR: DIRECTOR-GENERAL

