

UNIVERSITI TEKNOLOGI MALAYSIA

UTM.J.02.01/10.12/2 (46)

20 September 2021
13 Safar 1443

PEKELILING PENTADBIRAN BIL. 42/2021

PEMAKAIAN PEKELILING PERKHIDMATAN BILANGAN 2 TAHUN 2021 PINDAAN SYARAT LANTIKAN BAGI 12 SKIM PERKHIDMATAN AWAM

Sukacita dimaklumkan bahawa Mesyuarat Lembaga Pengarah Universiti Bilangan 114 bertarikh 7 September 2021 telah meluluskan pemakaian Pekeliling Perkhidmatan Bilangan 2 Tahun 2021 mengenai Pindaan Syarat Lantikan Bagi 12 Skim Perkhidmatan Awam.

2. Pihak Universiti telah menerima Pekeliling Perkhidmatan Bilangan 2 Tahun 2021 berkaitan Pindaan Syarat Lantikan Bagi 12 Skim Perkhidmatan Awam yang bertujuan memastikan Perkhidmatan Awam mempunyai modal insan yang berilmu, berkemahiran, kompeten dan profesional.

3. Kerajaan telah bersetuju untuk meminda syarat lantikan bagi 12 skim perkhidmatan yang sedang berkuat kuasa melalui Pekeliling Perkhidmatan Bilangan 1 Tahun 2016 supaya skim perkhidmatan berkaitan lebih relevan dan memenuhi keperluan perkhidmatan serta evolusi sistem pendidikan semasa.

4. Senarai 12 skim perkhidmatan yang terlibat dengan pindaan syarat lantikan adalah seperti berikut:

- (a) Pegawai Kawalan Trafik Udara Gred A41;
- (b) Penolong Pegawai Kawalan Trafik Udara Gred A29;
- (c) Pegawai Teknologi Maklumat Gred F41;
- (d) Penolong Pegawai Teknologi Maklumat Gred FA29;
- (e) Pegawai Perikanan Gred G41;
- (f) Arkitek Gred J41;
- (g) Jurutera Gred J41;
- (h) Juruukur Bahan Gred J41;

- (i) Penolong Juruukur Gred JA29;
 - (j) Pegawai Undang-Undang Gred L41;
 - (k) Pembantu Hal Ehwal Islam Gred S19; dan
 - (l) Pegawai Dietetik Gred U41.
5. Terdapat tujuh (7) skim perkhidmatan yang terlibat di Universiti Teknologi Malaysia iaitu:
- (a) Pegawai Teknologi Maklumat Gred F41;
 - (b) Penolong Pegawai Teknologi Maklumat Gred FA29;
 - (c) Arkitek Gred J41;
 - (d) Jurutera Gred J41;
 - (e) Juruukur Bahan Gred J41;
 - (f) Pegawai Undang-Undang Gred L41;
 - (k) Pembantu Hal Ehwal Islam Gred S19.
6. Pemakaian surat pekeliling ini di Universiti Teknologi Malaysia berkuat kuasa mulai **1 Julai 2021**.
7. Sehubungan dengan itu, seluruh warga Universiti adalah diminta untuk mengambil maklum mengenai Pindaan Syarat Lantikan Bagi 12 Skim Perkhidmatan Awam.

Sekian dimaklumkan, terima kasih.

“WAWASAN KEMAKMURAN BERSAMA 2030”

“BERKHIDMAT UNTUK NEGARA KERANA ALLAH”

Saya yang menjalankan amanah,



(ABDUL RAZIB BIN HJ. SHAHUDDIN)

Pendaftar

- s.k. - Naib Canselor
- Timbalan Naib Canselor (Pembangunan)
 - Timbalan Naib Canselor (Penyelidikan dan Inovasi)
 - Timbalan Naib Canselor (Akademik dan Antarabangsa)
 - Timbalan Naib Canselor (Hal Ehwal Pelajar)
 - Pro-Naib Canselor (Kampus UTM Kuala Lumpur)
 - Pengarah Pusat Penyelidikan-UTM Pagoh
 - Pegawai-pegawai Kanan/Dekan/Pengarah

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ADMINISTRATIVE CIRCULAR NO. 42/2021

APPLICATION OF THE SERVICE CIRCULAR NO. 2 OF 2021 AMENDMENT OF TERMS OF APPOINTMENT FOR 12 PUBLIC SERVICES SCHEMES

We are pleased to inform that The University Board of Directors Meeting No. 114 dated 7 September 2021 has approved the application of the Service Circular Letter No. 2 of 2021 on Amendments to the Conditions of Appointment for 12 Public Service Schemes.

2. The University has received Service Circular No. 2 of 2021 related to the Amendment of Appointment Conditions for 12 Public Service Schemes which aims to ensure that the Public Service has knowledgeable, skilled, competent and professional human capital.

3. The Government has agreed to amend the terms of appointment for 12 service schemes currently in force through Service Circular No. 1 of 2016 so that the service schemes are more relevant and meet the service needs and evolution of the current education system.

4. The list of twelve (12) service schemes involved in the amendment of the terms of appointment is as follows:

- a) Air Traffic Control Officer Grade A41;
- b) Assistant Air Traffic Control Officer Grade A29;
- c) Information Technology Officer Grade F41;
- d) Assistant Information Technology Officer Grade FA29;
- e) Fisheries Officer Grade G41;
- f) Architect Grade J41;
- g) Engineer Grade J41;
- h) Quantity Surveyor Grade J41;
- i) Assistant Surveyor Grade JA29;
- j) Legal Officer Grade L41;

- k) Islamic Affairs Assistant Grade S19; and
- l) Dietetic Officer Grade U41.

5. There are seven (7) service schemes involving Universiti Teknologi Malaysia, namely:

- a) Information Technology Officer Grade F41;
- b) Assistant Information Technology Officer Grade FA29;
- c) Architect Grade J41;
- d) Engineer Grade J41;
- e) Quantity Surveyor Grade J41;
- f) Legal Officer Grade L41; and
- g) Islamic Affairs Assistant Grade S19.

6. The application of this circular letter at Universiti Teknologi Malaysia is effective from **1 July 2021**.

7. In this regard, all University staff are requested to take note of the Amendment to the Conditions of Appointment for 12 Public Service Schemes.

Thank you.

“WAWASAN KEMAKMURAN BERSAMA 2030”

“BERKHIDMAT UNTUK NEGARA KERANA ALLAH”

I, who uphold trust,



(ABDUL RAZIB BIN HJ. SHAHUDDIN)

Registrar

- c.c. - Vice-Chancellor
- Deputy Vice-Chancellor (Development)
 - Deputy Vice-Chancellor (Research and Innovation)
 - Deputy Vice-Chancellor (Academic and International)
 - Deputy Vice-Chancellor (Student Affairs)
 - Pro-Vice-Chancellor (UTM Kuala Lumpur)
 - Director Research Centre - UTM Pagoh
 - Senior Officers/ Deans/ Directors