

invites nominations for the

# N/CVQ in Public Sector Administration Level 2

**Are you seeking a rewarding learning opportunity?**

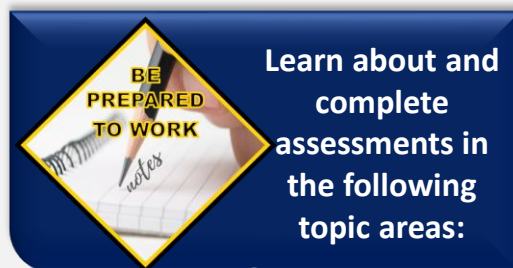
**If yes, do you meet this target audience?**

Public officers within the (Z38 to Z17) (P36-17) salary scales

- who are required to demonstrate supervisory management competencies in their role; and
- who have basic knowledge and skills to execute primary job tasks.

**If you answered yes to the 2 questions above, then apply if you:**

- Are self-motivated.
- Have good writing skills.
- Can commit to completing coursework outside of working hours.
- Are committed to your own personal and professional development.



**Heads of Department, your support is critical for your nominee's success.**

**Delegate senior officers and supervisors who can:**

- Provide feedback on each assessment;
- Share knowledge and skill sets about departmental procedures and processes;
- Write brief confirmation that the participant has completed their on-the-job assessments in accordance with departmental standards.

**Participants, what do you need to do to succeed?**

- Be guided by certified assessors on how to prepare and write quality assessments.
- **Submit** assessments within the given timeframe.
- **Seek information** and feedback from senior officers about your assessments.
- Be **punctual** and attend all classes.
- **Submit an organised portfolio** with your assessments.

**Course Information**

**Contact:**

**Application Deadline:  
August 22, 2026**

**Dates:** September 2, 2026 to January 27, 2027  
(Wednesdays only - 20 Days)

**Time:**  
8:45 a.m. to 4:30 p.m.

**Location:** Solutions  
Centre, University of the  
West Indies, Cave Hill

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**CLICK HERE  
TO APPLY**