

## **11. Assistant Director**

### **(External Resources and Foreign Training)**

- a. To assist the Additional Director (Planning and Development) through the Deputy Director (Planning and Development) in all matters relating to foreign training programme for the personnel of the Department of Social Services.
- b. To assist the Deputy Director (Planning and Development) in all matters relating to the external resources activities of the Department of Social Services and maintain liaison with the Ministry of Finance, ERD, Planning Commission and other related Government and non-Government agencies.
- c. Any other duties as may be assigned by the Deputy Director (Planning and Development)/Additional Director (Planning and Development).