

Sindh Coastal Development Authority (SCDA)

Job Description

Admin Section	Accounts Section	Agriculture Section	Engineering Section
<p>All Administration affairs of SCDA (Transfer, Posting, & Promotion) Seniority, Litigations and recruitment and disciplinary proceedings.</p> <p>Chief Minister's, Minister ECC&CDD, Chief Secretary's and Secretary ECC&CDD directives related to SCDA.</p> <p>Court Matters pertaining to SCDA Assembly question pertaining to SCDA.</p>	<p>All Financial affairs related to SCDA.</p> <p>Maintenance of Accounts (all financial books, Receipts, re-appropriations, vouchers, pay bills, salaries etc.)</p> <p>Budgeting</p> <p>Accounts & Audit record maintenance.</p>	<p>All matters related to agriculture field including:</p> <p>Oil palm Coconut Mangroves Bio Saline Agriculture & Fisheries etc.</p>	<p>All construction, civil works for development projects/schemes under SCDA including Communication allied access, Farm to market roads, Floating Jetties, harbors, Walkways, Pedestrian Bridges, Community centers, drinking water facility etc.</p>

Administrative and Development Decision process:

- Development Schemes are identified by Public Representatives.
- Governing Body accord approval
- Planning & Development Department, Government of Sindh approves PC-1 for execution of schemes.
- Finance Department, Government of Sindh release funds to Secretary, ECC&CDD being P.A.O, which are forwarded to Director General SCDA for onwards transmission to executing agency.