



On approval of the Roster of positions of civil servants of the Agency of the Republic of Kazakhstan for Civil Service Affairs

Unofficial translation

The order of the Chairman of the Agency of the Republic of Kazakhstan on civil service and anti-corruption on October 25, 2016 № 24. Registered in the Ministry of Justice of the Republic of Kazakhstan on November 28, 2016 № 14467.

Unofficial translation

Footnote. The title as amended by the order of the Chairman of the Agency of the Republic of Kazakhstan for Civil Service Affairs dated 08.04.2020 No. 64 (shall be enforced from the date of its first official publication).

In accordance with paragraph 5 of Article 139 of the Labor Code of the Republic of Kazakhstan dated November 23, 2015 **I hereby ORDER:**

1. Approve the attached Roster of positions of civil servants of the Agency of the Republic of Kazakhstan for Civil Service Affairs.

Footnote. Paragraph 1 as amended by the order of the Chairman of the Agency of the Republic of Kazakhstan for Civil Service Affairs dated 08.04.2020 No. 64 (shall be enforced from the date of its first official publication).

2. To invalidate order No. 64 of the Minister of Civil Service Affairs of the Republic of Kazakhstan dated March 25, 2016 “On approval of the Roster of positions of civil servants of the Ministry of Civil Service Affairs of the Republic of Kazakhstan” (Registered in the Register of State Registration of Regulatory Legal Acts under No. 13574, published in the legal information system Adilet dated April 15, 2016).

3. In the manner prescribed by law, the Legal Department of the Agency of the Republic of Kazakhstan for Civil Service Affairs and Anti-Corruption (hereinafter -the Agency), shall:

1) provide the state registration of this order with the Ministry of Justice of the Republic of Kazakhstan;

2) within ten calendar days from the date of the state registration of this order with the Ministry of Justice of the Republic of Kazakhstan, direct this order for official publication in the legal information system Adilet;

3) within ten calendar days from the date of the state registration of this order, direct this order to the Republican State Enterprise with the Right of Economic Management "Republican Center of Legal Information of the Ministry of Justice of the Republic of Kazakhstan" for placement in the Reference Control Bank of Regulatory Legal Acts of the Republic of Kazakhstan;

4) place this order on the Internet resource of the Agency.

4. Control over the execution of this order shall be assigned to the head of the administration of the Agency.

5. This order shall be enforced from the day of its first official publication.

*Chairman
of the Agency of
the Republic of Kazakhstan
for Civil Service Affairs
and Anti-Corruption*

K. Kozhamzharov

“AGREED”

Minister of Health
and Social Development
of the Republic of Kazakhstan
_____ T. Duysenova
October 31, 2016

Approved
by by Order No. 24 of the
chairman of the Agency of the
Republic of Kazakhstan for Civil
Service Affairs and Anti-Corruption
October 25, 2016

Roster of positions of civil servants of the Agency of the Republic of Kazakhstan for Civil Service Affairs

Footnote. The heading as amended by the order of the Chairman of the Agency of the Republic of Kazakhstan for Civil Service Affairs dated 08.04.2020 No. 64 (shall be enforced from the date of its first official publication).

Footnote. The Roster as amended by Order No. 144 of the Chairman of the Agency of the Republic of Kazakhstan for Civil Service Affairs and Anti-Corruption dated July 13, 2017 (shall be enforced from the date of its first official publication).

No. n/n	Level	Stage	Name of positions
1	2	3	4
BLOCK A (executive staff)			
1.	A1	1	Head of Republican state-owned enterprise “Academy of Public Administration under the President of the Republic of Kazakhstan” (further – APA) (rector)
2.		1-1	Deputy head of the APA (vice-rector)
			Director of the Institute/School/Branch of APA,

3.	A2	1	head of the Center, academic secretary, chief accountant of APA
4.		1-1	Deputy director of the Institute/School/Branch of APA, deputy head of the Center, head of the Service, deputy chief accountant of APA
5.	A3	1	Head of the Chair, deputy head of the Service, head of APA department
6.		1-1	Head of the sector, head of the office, deputy head of APA department
BLOCK B (core staff)			
7.	B1	1	Professor, senior researcher of APA
8.		2	Docent (associate professor), leading researcher, chief expert of APA
9.		3	Senior lecturer, senior researcher, leading expert of APA
10.		4	Research associate, counselor, senior expert, senior teaching methodology expert of APA
11.		5	Assistant, junior researcher, expert, teaching methodology expert of APA
BLOCK C (administrative staff)			
12.	C1		Chief administrator, chief editor, chief Inspector, chief engineer, press Secretary, assistant Rector of APA
13.	C2		Specialists of advanced qualification level: Accountant, economist, lawyer, technicians of all fields, consultant, translator, bibliographer, librarian, headman, logistic support specialist, public procurement specialist,

		sound engineer, instructor, mechanic, archivist, inspector.
14.	C3	Specialists of intermediate qualification level: Technicians of all fields, headman, technician, logistic support specialist, public procurement specialist, sound engineer, instructor, mechanic, archivist, inspector. Head of the: economy, warehouse, bureau (reference, typing, information, copying), video stock, garage, record-keeping, storage room, hostel.
Block D (supporting staff)		
15.	D	Technical executors: Custodian, records manager, pass control duty officer, operator (of computer hardware, video and audio recording), security guard, communications and copying machines operator, secretary, dispatcher, archivist.