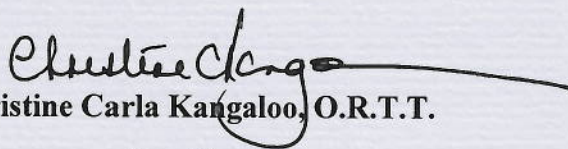


# THE CONSTITUTION OF THE REPUBLIC OF TRINIDAD AND TOBAGO

## NOTIFICATION

**IT IS HEREBY NOTIFIED** that I, **CHRISTINE CARLA KANGALOO**, President, after consultation with the Prime Minister and the Leader of the Opposition, in accordance with **section 122(3)** of the **Constitution of the Republic of Trinidad and Tobago**, do hereby nominate **MS ETHEL HECTOR-BERKELEY**, a person who is qualified and experienced in the discipline of management to be appointed as a member of the Police Service Commission.

Dated this 12<sup>th</sup> day of November, 2024.

  
**Christine Carla Kangaloo, O.R.T.T.**  
**President**

**Ethel Hector-Berkeley**  
**#9 SWWTU Avenue**  
**Realspring, Valsayn**  
**Phone: 662-0708 Mobile # 480-9282**  
**email : ethelbsylvester@gmail.com**

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**Career Objective:** To utilize my knowledge, skills, and experience to develop a better society.

**Education**

- 1997 : Master's degree in public administration,  
Rutgers University, New Jersey, U.S.A.
- 1994 : B.Sc. Management,  
Rutgers School of Management, New Jersey,  
U.S.A.
- 1987 : Certificate in Industrial Relations, Cipriani College of  
Labour and Co-operative Studies

**Work Experience**

2015 – 2016 : **Consultant, Office of the Chief Personnel Officer, Personnel Department.**

Provided consultancy advice, guidance, and recommendation, regarding  
Human Resource Management issues to certain Government Ministries  
and Departments

2014: **Member of a two-person Government appointed team**

Tasked to provide expert guidance and recommendation to address a human  
Management situation in a particular government Ministry and present a  
comprehensive report.

2007– 2013: **Administrator, Tobago House of Assembly**

Responsible for the overall administration of a Division in the Tobago House  
of Assembly.

Duties include:

liaising with technical and other Heads of Sections to ensure that policy initiatives are aligned with the strategic plan.

Presiding over meetings internally with Heads of the Division, and externally with recognized associations/unions, on Human Resource Management issues.

Reviewing reports and recommendations submitted by subordinates and resolving the more difficult and complex policy matters.

Participating in the selection of senior personnel for the staffing of the Division.

Reviewing and analyzing annual administrative reports submitted by Heads of Section on the operations/achievements of the Division.

Serving as Accounting Officer of the Division—coordinating and analyzing the annual budgetary proposals submitted by the Heads of Department for consistency with the projections of the Strategic Plan and the Tobago Economic Development Plan.

Assisting in the formulation of Policy Development related to the Division's programmes and projects, and directing and coordinating the implementation of such policies.

Providing advice and guidance to the Secretary of the Division on policy and budgetary issues, at national, regional, and international Meetings and forums

1997 – 2007 : **Human Resource Advisor, Office of the Chief Personnel Officer, Personnel Department**

Assisted in the strategic management of the development of key Human Resource Management function in the Public Service, such as Employee Development, Job Evaluation and Compensation, Benefits Management, Industrial Relations, and Human Resource Planning, and Research.



Work involved:

Formulating Policy recommendations for Human Resource Management in the Public Service.

Providing consultancy services to line Ministries/Agencies and serving as Advisor within the Department.

Monitoring the implementation of HR policy, plans, and programmes.

Keeping abreast of current Human Resource Management trends to ensure a cohesive, integrated, and complementary approach to the formulation and implementation of Human Resource Management needs in the Public Service, and making recommendations for their improvement, where necessary.

Representing the Department on committees and panels, and conducting meetings with other Ministries and recognized associations.

Submitting research material to assist in conducting negotiations with representatives of recognized Trade Unions and Associations.

Making presentations and training on Human Resource Management issues to members of staff in line Ministries and at Public Services Association training forum as required.

1976 – 1996 : **Clerical Accounting and Supervisory Offices**

Performed routine clerical, accounting and administrative functions in various Ministries and Departments in the Public Service of Trinidad and Tobago.