

LOCAL GOVERNMENT SERVICE COMMISSION CIRCULAR NOTE NO. 62 OF 2017
VACANCY FOR THE POST OF FIELD SUPERVISOR (SCAVENGING)(ROSTER) IN THE
DISTRICT COUNCIL OF GRAND PORT

(Details of this advertisement are also available at <http://lgsc.govmu.org>)

Applications are invited from among serving employees in the grade of Refuse Collector (Roster) of the District Council of Grand Port who wish to be considered for appointment as Field Supervisor (Scavenging)(Roster) in that District Council.

The permanent and pensionable post carries salary in the scale of Rs 13790 x 260 - 14050 x 275 - 15150 x 300 - 15750 x 325 - 17700 x 375 - 19575 x 475 - 21950 x 625 - 23200 x 775 -26300 a month plus salary compensation at approved rates.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 13,790 a month plus salary compensation at approved rates.

2. QUALIFICATIONS

By selection from among serving employees in the grade of Refuse Collector (Roster) of the District Council of Grand Port on the Permanent and Pensionable Establishment and reckoning at least 5 years' service in the grade of Refuse Collector/Refuse Collector (Roster) in the Local Government Service and who satisfy the following requirements:

- (i) the Certificate of Primary Education; and
- (ii) ability to supervise outdoor workers performing Refuse Collection duties and maintain discipline among them.

Note: Candidates should enclose photocopies of their National Identity Card, academic/technical/professional qualifications and where applicable, relevant documentary evidence of experience claimed.

3. DUTIES

1. To be responsible to the Officer-in-Charge, Health Department/Supervisor, Refuse Collection (Roster) for:

- (i) registration and control of the attendance of employees of the refuse collection section under his charge and to maintain discipline among them;

- (ii) ensuring that the refuse collection service is properly executed according to hygiene, norms and standards in force as appropriate; and
 - (iii) preparing and keeping records of daily progress of work of his team of workers and to submit a weekly report.
- 2. To distribute work and ensure that the workers under his control are engaged in the works allocated to them and to report forthwith in writing all unauthorized absences.
- 3. To keep an inventory of all the tools and equipment issued to the workers under his supervision and to arrange for their safekeeping.
- 4. To ensure that workers wear their protective equipment.
- 5. To ensure that traffic measures are respected on site of work.
- 6. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from incumbents in the roles ascribed to them according to their postings.

NOTE:

Field Supervisor (Scavenging) (Roster) are expected to work on a roster basis or at staggered hours without extra remuneration.

4. MODE OF APPLICATION

(i) Qualified candidates should submit their applications:

(a) **Either**

on LGSC Form 7 which may be obtained either from the office of the Local Government Service Commission, Louis Pasteur Street, Forest Side or from any Local Authority.

(b) **Or**

online through the website of the LGSC at <http://lgsc.govmu.org> or through the Government Citizen Portal at <http://lgsc.govmu.org>.

Note 1 Details of this advertisement as well as the application form (LGSC Form 7) are also available on the website of the LGSC at the following address: <http://lgsc.govmu.org>

Note 2 Prospective candidates willing to submit their applications on- line may also call on weekdays either at the seat of the Local Government Service Commission from 1.00 pm to 3.00 pm or at any Local Authority during the prescribed hours where such facilities are offered free of charge.

- (ii) Candidates are encouraged to submit their applications online.
- (iii) Candidates should submit their applications in duplicate, the original should be sent directly to the **Secretary** of the Local Government Service Commission and the duplicate one to their Responsible Officer, who will forward it to the Commission within a week after the closing date.
- (iv) Candidates are advised to read carefully the 'NOTES AND INSTRUCTIONS TO CANDIDATES' before filling in the application form.
- (v) The envelope should be clearly marked on the top left-hand corner for the post being applied for, as follows:-

“Post of Field Supervisor (Scavenging)(Roster) – District Council of Grand Port”

5. CLOSING DATE

Qualified candidates should submit their applications to the **Secretary**, Local Government Service Commission, Louis Pasteur Street, Forest Side so as to reach him **not later than 3.00 pm on 6 September 2017**.

IMPORTANT

- (i) Qualifications/equivalence of qualifications obtained **after** the closing date will **not** be accepted. Only qualified persons should apply.
- (ii) Incomplete, inadequate or inaccurate filling of the application form may cause the elimination of candidates from the competition.
- (iii) Applications **not** made on the prescribed form will **not** be considered.

- (iv) Applications received **after** the closing date and time will not be accepted. The onus for the prompt submission of applications so that they reach the **Secretary** of the Commission in time lies solely on applicants.
- (v) The Commission reserves the right:
 - (a) not to make any appointment following this advertisement; and
 - (b) to convene only the best qualified candidates for interview.

**Local Government Service Commission
Louis Pasteur Street
FOREST SIDE**

Date: 24 August 2017