

LOCAL GOVERNMENT SERVICE COMMISSION

Vacancy for the Post of Assistant Inspector of Works

Local Government Service

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

Applications are invited from qualified candidates who wish to be considered for appointment as Assistant Inspector of Works in the Local Government Service.

The permanent and pensionable post carries salary in the scale of Rs 14600 x 275 - 15150 x 300 - 15750 x 325 - 17700 x 375 - 19575 x 475 - 21950 x 625 - 23200 x 775 - 31725 a month.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 14600 a month.

II. AGE LIMIT:

Candidates should have reached their **18th** birthday and unless already in the Local Government Service/Public Service/Approved Service, should not have reached their **40th** birthday by the closing date for the submission of applications.

III. QUALIFICATIONS:

Candidates should possess:

(i) The Ordinary Technician Diploma in Building and Civil Engineering awarded by the City and Guilds of London Institute.

Or

(ii) The Technician Diploma in Construction (Applied Route) or in Construction Industry awarded by the City and Guilds of London Institute.

Or

(iii) The Technician Diploma in Construction or in Construction Industry awarded by the City and Guilds of London Institute

Or

(iv) A “Brevet de Technicien” Course in Civil Engineering or “en bâtiment” or in Building Construction awarded by the Lycee Polytechnique, Sir Guy Forget.

Or

(v) The National Diploma in Civil Engineering awarded by the Mauritius Institute of Training and Development (MITD).

Or

(vi) The National Diploma in Building Services Engineering awarded by the Mauritius Institute of Training and Development (MITD).

Or

An equivalent qualification acceptable to the Local Government Service Commission

NOTE:

- 1. The onus for the submission of equivalence of qualification (if applicable) from the relevant authorities rests on the candidates.**
- 2. Candidates should enclose photocopies of their National Identity Card, academic/technical qualifications and where applicable, equivalence of qualification and relevant documentary evidence of experience claimed.**
- 3. Candidates may be requested to submit a Certificate of Character.**

IV. DUTIES:

1. To be responsible for:
 - (a) the morning roll calls and distribution of tasks to employees on sites of work;
 - (b) the supervision of employees on sites, including check from time to time of attendance during the course of the day and reporting any shortcomings; and
 - (c) the preparation of requisitions, the physical custody of stores, the keeping and updating of tool's ledger, the receipts and issue of tools and materials and the keeping of records of sub-stores.
2. To assist in estimating the quantity of materials in an operation.

3. To control and supervise construction works and repairs, carry out routine inspections within the Council's area in order to detect building, road and drain contraventions and report in writing on the state thereof.
4. To attend to and investigate into complaints from the public and submit reports accordingly.
5. To submit daily progress of work being carried out in writing.
6. To assist Inspectors of Works in the discharge of their duties.
7. To make use of ICT in the performance of his/her duties.
8. To perform such duties directly related to the main duties listed above or related to the delivery of the output and results expected from the incumbents in the roles ascribed to them according to their posting.

V. 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://citizen.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 above-mentioned address.

Note 2: Prospective candidates willing to submit their applications online may also call on weekdays **either** at the seat of the Local Government Service Commission from 13 00 to 15 00 hours **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 already in the Local Government Service 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.
- (iv) The envelope should be clearly marked on the top left-hand corner :-

“Post of Assistant Inspector of Works- Local Government Service”

VI. CLOSING DATE

Applications should reach the **Secretary**, Local Government Service Commission, Louis Pasteur Street, Forest Side **not later than 15 00 hours Tuesday 7 November 2017.**

IMPORTANT

- (i) *Qualifications and 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: 25 October 2017