LOCAL GOVERNMENT SERVICE COMMISSION

VACANCY FOR THE POST OF PRE-PRIMARY SCHOOL TEACHER
DISTRICT COUNCIL OF PAMPLEMOUSSES

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

Applications are invited from qualified persons residing within the boundaries of the District Council of Pamplemousses who wish to be considered for appointment as Pre-Primary School Teacher in that District Council.

The permanent and pensionable post carries salary in the scale of Rs 12750 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 - 27075 a month.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 12750 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:**

By selection from candidates residing within the boundaries of the District Council of Pamplemousses and who possess:

(i) Passes in three subjects at School Certificate Level; and

(ii) **Either**

   (a) a certificate in Pre-Primary Education from a recognised institution;

   Or (b) successful completion of an approved two-year course in Pre-Primary Education run by a recognised institution;

   Or (c) alternative qualifications 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 character certificate.

4. Candidates may be outposted to any sub office of the Local Authority.
IV. **DUTIES:**

1. To assume teaching responsibilities for children, run classes, help organise and run educational outings, prepare work, teaching programmes, time-table.

2. To work in close collaboration with parents and organise and run parents meetings.

3. To be responsible for the pre-primary school and children during recreation.

4. To keep a record of attendance of pupils, teaching and other equipment.

5. To perform any other cognate duties

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 the District Council of Pamplemousses;

(b) **or**

online through the website of the LGSC at [http://lgsc.govmu.org](http://lgsc.govmu.org) or through the Government Citizen Portal at [http://citizen.govmu.org](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.
(v) The envelope should be clearly marked on the top left-hand corner:

“Post of Pre-Primary School Teacher,
District Council of Pamplemousses”

VI. CLOSING DATE

Applications should reach the Secretary, Local Government Service Commission, Louis Pasteur Street, Forest Side not later than 1500 hours on Thursday 12 July 2018.

IMPORTANT

(i) Applicants should state their personal residential address on their application forms. Applications bearing the postal address of another person will neither be acknowledged nor taken into consideration.

(ii) Qualifications and equivalence of qualifications obtained after the closing date will not be accepted. Only qualified persons should apply.

(iii) Incomplete, inadequate or inaccurate filling of the application form may cause the elimination of candidates from the competition.

(iv) Applications not made on the prescribed form will not be considered.

(v) 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.

(vi) 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: Friday 29 June 2018