

LOCAL GOVERNMENT SERVICE COMMISSION

VACANCY FOR THE POST OF TINSMITH MUNICIPAL CITY COUNCIL OF PORT LOUIS

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

Applications are invited from candidates residing within the boundaries of the Municipal City Council of Port Louis who wish to be considered for appointment as Tinsmith in that Municipal City Council.

The permanent and pensionable post carries salary in the scale of Rs 13010 x 260 – 14050 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475 – 21950 x 625 – 23200 x 775 – 23975 a month.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 13010 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 48th birthday by the closing date for the submission of applications.

III. QUALIFICATIONS

By selection from among candidates residing within the boundaries of the Municipal City Council of Port Louis who possess:

- (a) the Certificate of Primary Education; and
- (b) the National Trade Certificate (Level 3) awarded by the Mauritius Institute of Training and Development (formerly Institute of Vocational Training Board) in tinsmithing or an equivalent qualification from a recognised institution acceptable to the Local Government Service Commission.

NOTE 1: Candidates should produce written evidence of experience claimed.

NOTE 2: The onus for the submission of equivalence of qualification and recognition of institution (if applicable) from the relevant authorities (Tertiary Education Commission or Mauritius Qualifications Authority) rests on the candidates. Applications will not be considered in case of non-submission of Equivalence Certificate, as appropriate, by the closing date.

NOTE 3: Candidates should enclose photocopies of their National Identity Card and academic/professional qualifications.

NOTE 4: Candidates may be requested to submit a Certificate of Character.

NOTE 5: Candidates are informed that they may be outposted to any sub office of the Local Authority.

IV. DUTIES

1. To carry out the necessary measurements and calculations of the trade.
2. To use and keep in good condition the tools in general use in the trade.
3. Covering roof with either lead, zinc and aluminium flashing.
4. Repair leakages on all Council Buildings.
5. Confection of gutters and main water pipes of correct size and quality.
6. Construction of gutters in either zinc or lead.
7. Confection of scrapes.
8. To ensure good safety conditions while on duty.
9. 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.

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 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 p.m. to 3.00 p.m. 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 for the post being applied for, as follows:-

"Post of Tinsmith - Municipal City Council of Port Louis"

VI. 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 p.m. on Wednesday 24 October 2018**.

IMPORTANT

- (i) Applicants should state their personal residential address on their application form. Applications bearing the postal address of another person will neither be acknowledged nor taken into consideration.
- (ii) Qualifications/equivalence of qualifications and recognition of institution 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: 11 October 2018