LOCAL GOVERNMENT SERVICE COMMISSION

Vacancy for the Post of Sewing Teacher (Part-Time)
District Council of Black River

(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 Black River who wish to be considered for appointment as Sewing Teacher (Part-Time) in the District Council of Black River.

The selected candidate will draw an allowance of Rs 9745.

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 Black River and who:

(i) have obtained passes in at least 3 subjects at School Certificate level; and

(ii) possess a Certificate in Sewing and Embroidery from a recognised institution

Or

Equivalent qualifications acceptable to the Local Government Service Commission

NOTE:

1. 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.

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.

4. Candidates may be outposted to any sub office of the Local Authority.

IV. DUTIES:

1. To run classes in sewing, embroidery and sometimes handicrafts at the Village Hall within prescribed time by the Council.

2. To maintain discipline and order among pupils attending the sewing classes.

3. To keep attendance register of all pupils, report poor attendance and enquire thereon.

4. To make quarterly assessments on progress of work.

5. To conduct examinations both theoretical and practical in collaboration with the Supervisor, Sewing Classes at the end of the course.

6. To be responsible for the registration of pupils.

7. To sew buntings, flags, curtains etc. for the Council.

8. To keep all tools and equipment concerning the sewing.

9. To perform such other cognate duties directly related to the main duties listed above or related to the delivery of output and results expected from 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 7a 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 Grand Port;

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 7a) 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 Sewing Teacher (Part-Time),
District Council of Black River”

VI. CLOSING DATE

Applications should reach the Secretary, Local Government Service Commission, Louis Pasteur Street, Forest Side not later than 15 00 hours on Tuesday 12 November 2019.

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: 30 October 2019