

**LOCAL GOVERNMENT SERVICE COMMISSION CIRCULAR NOTE NO. 65 OF 2019**

**VACANCY FOR THE POST OF INCINERATOR OPERATOR  
MUNICIPAL CITY COUNCIL OF PORT LOUIS**

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

Applications are invited from among serving employees of the Local Government Service who wish to be considered for appointment as Incinerator Operator at the Municipal City Council of Port Louis.

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 13,010 a month.

**II. QUALIFICATIONS**

By selection from among employees of the Local Government Service reckoning at least six months' experience in the duties of Incinerator Operator.

**Note 1: Candidates should produce documentary evidence of experience claimed.**

**Note 2: Candidates should enclose photocopies of their National Identity Card and academic/technical qualifications.**

**Note 3: Candidates may be outposted to any sub office of the Local Authority.**

**III. DUTIES**

1. To open and close the incinerator at specified times.
2. To take reading of the fuel tank at the beginning and end of each day and before and after each incineration.
3. To verify and operate the incinerator and report any fault, discrepancy, defect or abnormality to the Inspector.
4. To ignite the incinerator at the specified time prior to incineration and switch off after incineration.
5. To take over the dead body and introduce it into the incineration furnace and monitor incinerator until completion.
6. To remove all ashes from the furnace and pulverize any remains.

7. To collect all ashes and powdered incineration remains into an urn to be handed over to the parties concerned or to be disposed of as directed.
8. To prevent access to unauthorized person in the Incinerator Room.
9. To perform cleaning inside the cemetery and the incinerator as well as weeding inside the cemetery and cremation ground.
10. To perform digging and reopening of graves according to specifications and instructions of the Inspectorate staff of the cemetery whenever there is no incineration.
11. 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 posting.

#### IV. 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 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 7a) 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 online 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 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 Incinerator Operator,  
Municipal City Council of Port Louis”**

**V. 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 Thursday 24 October 2019**.

**IMPORTANT**

- (i) Qualifications/equivalence of qualifications and recognition of institution 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;
  - (b) to convene only the best qualified candidates for interview; and
  - (c) to fill from this selection exercise, any vacancy which might occur in other Local Authorities.

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

**Date: 11 October 2019**