

LOCAL GOVERNMENT SERVICE COMMISSION CIRCULAR NOTE NO. 15 OF 2020

**VACANCY FOR THE POST OF SUPERVISOR (LIGHTING SECTION)
MUNICIPAL TOWN COUNCIL OF VACOAS/PHOENIX**

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

Applications are invited from qualified serving officers in the grades of Foreman, Chief Tradesman (Electrician) and Overseer of the Local Government Service who wish to be considered for appointment as Supervisor (Lighting Section) at the Municipal Town Council of Vacoas/Phoenix.

The permanent and pensionable post carries salary in the scale of Rs 21950 x 625 – 23200 x 775 – 32500 a month.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 21,950 a month.

II. QUALIFICATIONS

By selection from among serving officers in the grades of Foreman, Chief Tradesman (Electrician) and Overseer who:

- (a) possess at least the Certificate of Primary Education;
- (b) have passed the trade test conducted by a recognised institution in the field of electricity; and
- (c) have followed a vocational course in the field of electricity.

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 (Higher 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 and academic/technical qualifications and, where applicable, relevant documentary evidence of all experience claimed.**
- 3. Applicants are informed that they may be outposted to any Sub Office of the Local Authority, and also, with the approval of the appropriate authority, to any other Local Authority where their services will be required.**

III. **DUTIES**

1. To be responsible to the Head, Public Infrastructure Department for the smooth running of the Lighting Section.
2. To assist the Chief Inspector of Works in the distribution and supervision of work and the deployment of labour as regards the Lighting Section.
3. To carry out site inspections with a view to checking time sheets, materials used and ascertaining that works are carried out as planned and in compliance with relevant norms.
4. To attend promptly to all street lighting problems, liaise with the Central Electricity Board (CEB) and attend meetings.
5. To prepare daily record of works and technical reports as may be required.
6. To certify all street lighting claims from the Central Electricity Board.
7. To perform any 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.

IV. **MODE OF APPLICATION**

- (i) Qualified candidates should submit their applications 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.

Note: Details of this advertisement as well as the application form (LGSC Form 7a) are also available on the website of the Local Government Service Commission at the following address: <http://lgsc.govmu.org>.

- (ii) 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.
- (iii) 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 Supervisor (Lighting Section),
Municipal Town Council of Vacoas/Phoenix**

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 Wednesday 30 December 2020**.

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: 17 December 2020