

LOCAL GOVERNMENT SERVICE COMMISSION CIRCULAR NOTE NO. 2 OF 2023

VACANCY FOR THE POST OF PLANNING AND DEVELOPMENT INSPECTOR LOCAL GOVERNMENT SERVICE

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

Applications are invited from officers in the grade of Planning and Development Assistant of the Local Government Service who wish to be considered for appointment as Planning and Development Inspector in the Local Government Service.

The permanent and pensionable post carries salary in the scale of Rs 21850 x 375 – 22225 x 400 - 23425 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 - 47675 a month.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 21850 a month.

II. QUALIFICATIONS:

- A. By selection from among officers in the grade of Planning and Development Assistant of the Local Government Service reckoning at least two years' service in the grade and possessing a Diploma in Town and Country Planning or Urban Planning from a recognised institution **or** an equivalent qualification acceptable to the Local Government Service Commission.
- B. Candidates should be computer literate.

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, academic/technical qualifications and, where applicable, relevant documentary evidence of all experience claimed.**
3. **Candidates 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, Land Use and Planning Department to:
 - (a) ensure that applications for approval of building plans are in accordance with the established standards;
 - (b) carry out site inspections and ex/post control and report immediately on actions/follow up of all cases where actions are required;
 - (c) keep record of all in and out movements;
 - (d) issue notices for infringement of the Town and Country Planning Act, Building Control Act, Morcellement Act and/or the Planning & Development Act;
 - (e) attend court cases and perform prosecution duties as and when required in relation to Land Use and Building;
 - (f) assist in the preparation and updating of outline and detailed planning scheme in accordance with the Planning and Development Act;
 - (g) report in writing on progress of work being carried out; and
 - (h) attend promptly and diligently into complaints from members of the public.
2. To monitor proposed development projects to ensure compliance with the conditions laid down in the Permit.
3. To draft reports relating to permits as required.
4. To advise applicants on Building and Land Use Permit (BLP) applications with regard to existing guidelines/laws.
5. To use ICT in the performance of his duties.
6. To perform such other 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.

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 Planning and Development Inspector,
Local Government Service”**

V. CLOSING DATE:

Applications should reach the **Secretary**, Local Government Service Commission, Louis Pasteur Street, Forest Side **not later than 15 00 hours on Wednesday 18 January 2023** .

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; and*
 - (b) *to convene only the best qualified candidates for interview.*

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

Date: 05 January 2023