

**LOCAL GOVERNMENT SERVICE COMMISSION CIRCULAR NOTE NO. 70 OF 2023**

**VACANCY FOR THE POST OF CHIEF BUILDING INSPECTOR  
LOCAL GOVERNMENT SERVICE**

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

Applications are invited from among qualified serving officers in the grade of Senior Building Inspector who wish to be considered for appointment as Chief Building Inspector in the Local Government Service.

The permanent and pensionable post carries salary in the scale of 33175 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 54200 a month.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 33175 a month.

**2. QUALIFICATIONS:**

**A. *By selection from among officers in the Local Government Service not below the grade of Senior Building Inspector who reckon at least two years' service in the grade.***

**B. *Candidates should also:***

- (i) have good communication, strong interpersonal and supervisory skills;***
- (ii) possess organisational and sound administrative skills;***
- (iii) have a high sense of integrity, responsibility and maturity;***
- (iv) have potential and ability to command a team of officers, promote teamwork and exercise authority; and***
- (v) be computer literate.***

**NOTE:**

- 1. The onus for the submission of written evidence of knowledge/experience claimed and equivalence of qualification (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 written evidence of knowledge/experience claimed and Equivalence Certificate, as appropriate, by the closing date.***
- 2. Candidates should enclose photocopies of their National Identity Card, academic/technical qualifications.***
- 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.***

### **3. ROLES AND RESPONSIBILITIES:**

To be responsible to the Chief Executive through the Head, Planning Department for:

- (i) the overall planning, organization and coordination of the activities of the Building Section.
- (ii) the speedy and proper execution of all works in the Building Section.
- (iii) management and administration and training of the staff of the Building Section.
- (iv) the implementation and application of the relevant parts of:
  - (a) The Building Act.
  - (b) The Road Act.
  - (c) The Local Government Act.
  - (d) The Town & Country Planning Act.
  - (e) The Business Facilitation Act.
  - (f) Any other Acts of Parliament which may come into force.

### **4. DUTIES**

1. To coordinate and supervise the work of the staff working in the Building Section and ensure on the job training whenever required.
2. To prepare and submit technical reports to the Head Planning Department or the Chief Executive and deal with queries.
3. To report in writing on the daily progress of work being carried out.
4. To attend court and apply the provisions of the relevant parts of the Acts pertaining to the Building Section of the Council.
5. To attend Committees and Council Meetings as and when required.
6. To use ICT in the performance of his/her duties.
7. 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.

### **5. 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 Chief Building Inspector,  
Local Government Service”**

**6. CLOSING DATE**

Applications should reach the **Secretary**, Local Government Service Commission, Louis Pasteur Street, Forest Side so as to reach him **not later than 15 00 hours on Tuesday 18 July 2023.**

**IMPORTANT**

- (i) ***Qualifications and equivalence of qualifications 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 July 2023**