

LOCAL GOVERNMENT SERVICE COMMISSION CIRCULAR NOTE NO. 45 OF 2023

**VACANCIES FOR THE POST OF GENERAL WORKER
THE DISTRICT COUNCIL OF PAMPLEMOUSSES**

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

Applications are invited from serving part-time and relief employees of the District Council of Pamplemousses who wish to be considered for appointment as General Worker in that District Council.

The permanent and pensionable post carries salary in the scale of Rs 10250 x 175 – 10775 x 200 – 11775 x 205 – 12595 x 230 – 13975 x 250 – 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21150 a month.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 10,250 a month.

2. QUALIFICATIONS

By selection from serving part-time and relief employees of the District Council of Pamplemousses.

NOTE:

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

3. DUTIES

- 1. To sweep and weed parks, gardens, promenade, council premises, social halls, children's playground, nurseries, traffic islands streets, public places, public squares, commercial centres etc. within the local authority.*

2. To carry out any excavation work required in connection with any building, drainage work or any other work carried out by the Council (including removing, loading and carting away of excavated material).
3. To remove any material on roadsides, including loading and carting away.
4. To clear any Council land of shrubs, stones and other debris, including leveling of same.
5. To assist in fixing decoration materials on Council properties and other public roads whenever necessary.
6. To assist in the erection of tubular frames, structures, whenever required.
7. To assist in the loading and unloading of Council's vehicles whenever required.
8. To assist in moving any Council property whenever required.
9. To be responsible for opening and closing of social halls when required.
10. To clean halls and offices and municipal building including toilets (*whenever required*), landings, staircases, walls, venetian blinds, window panes, wash basin, corridors, etc.
11. To do cleaning, weeding, watering and planting of grass and assist gardeners in their general duties.
12. To be responsible to the officer in charge for the keeping of furniture, books, tools, sundry goods found in the social hall and premises.
13. To load trailers or fill pits designed to collect gardens' refuse, dried leaves or mowed grass.
14. To run official errands and answer calls.
15. To report damages and repairs that need to be carried out in the sub-hall.
16. To perform such other cognate duties as may be assigned.

4. 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 the District Council of Pamplémousses.

Note: 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>

- (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 General Worker
District Council of Pamplémousses”**

5. CLOSING DATE

Applications should reach the **Secretary**, Local Government Service Commission, Louis Pasteur Street, Forest Side **not later than 3.00 p.m on Monday 03 April 2023.**

IMPORTANT

- (i) *Qualifications/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: 21 March 2023