

## LOCAL GOVERNMENT SERVICE COMMISSION

### VACANCIES IN WORKMEN'S CLASS DISTRICT COUNCIL OF FLACQ

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

Applications are invited from qualified persons residing within the boundaries of the District Council of Flacq who wish to be considered for appointment in that District Council for the following posts:

- (i) Refuse Collector (Roster)
- (ii) Handy Worker

#### 2. **AGE LIMIT:**

Candidates should have reached their **18<sup>th</sup>** birthday and unless already in the Local Government Service/Public Service/Approved Service, should not have reached their **48<sup>th</sup>** birthday by the closing date for the submission of applications.

#### 3. **SALARIES, QUALIFICATIONS AND DUTIES**

Salaries, qualifications and duties for the above-mentioned posts are given in the Appendices.

#### 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 Flacq.

**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 above-mentioned address.

- (ii) Candidates already in the Local Government Service 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 post applied for should be clearly indicated on the top left-hand corner of the envelope: -

**“Vacancies in Workmen’s Class in the District Council of Flacq”**

**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 08 August 2023.**

**IMPORTANT**

- (i) *Applicants should state their personal residential address on their application form. Applications bearing the postal address of another person will neither be acknowledged nor taken into consideration.*
- (ii) *Candidates who apply for more than one post should fill in only one application form and attach thereto a list indicating clearly, in order of preference, the posts for which they would wish to be considered.*
- (iii) *Qualifications/equivalence of qualifications obtained after the closing date will not be accepted. Only qualified persons should apply.*
- (iv) *Incomplete, inadequate or inaccurate filling of the application form may cause the elimination of candidates from the competition.*
- (v) *Applications not made on the prescribed form will not be considered.*
- (vi) *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.*
- (vii) *The Commission reserves the right not to make any appointment following this advertisement.*

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

**Date: 26 July 2023**

**LOCAL GOVERNMENT SERVICE COMMISSION**

**POST OF REFUSE COLLECTOR (ROSTER)  
DISTRICT COUNCIL OF FLACQ**

**SALARY:**

The permanent and pensionable post carries salary in the scale of Rs 14475 x 250 – 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 - 23425 a month.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 14475 a month.

**QUALIFICATIONS:**

“By selection from candidates residing within the boundaries of the District Council of Flacq”

**Note 1:** The onus for the submission of written evidence 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.

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

**Note 3:** Candidates may be required to submit a Character Certificate.

**Note 4:** 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.

**DUTIES:**

- (1) Removal of all types of refuse from private premises, wastelands, trade and industrial premises, commercial areas, market, fair and public places.
- (2) Cleansing and proper sweeping of streets, public squares, thoroughfares, gutters, canals, streams etc.

- (3) Removal of :
  - (a) dead animals;
  - (b) posters affixed illegally as well as banners; and
  - (c) debris causing obstruction on roads.
- (4) Disposal of refuse at the dumping ground, performing controlled tipping there and leveling the refuse.
- (5) Loading of all types of refuse on Council vehicles.
- (6) Pulling wheelbarrows and tug levers for the disposal of refuse.
- (7) Fixing tarpaulin on tipper lorries, as required, prior to departure to dumping site or transfer station.
- (8) Washing of plant and tools after use.
- (9) Helping in the changing of punctured tyres.
- (10) Performing 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 postings.

**Note: Refuse Collectors (Roster) are expected to work on a roster basis or at staggered hours without extra remuneration.**

**LOCAL GOVERNMENT SERVICE COMMISSION**

**POST OF HANDY WORKER  
DISTRICT COUNCIL OF FLACQ**

**SALARY:**

The permanent and pensionable post carries salary in the scale of Rs 13745 x 230 – 13975 x 250 – 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 a month.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 13745 month.

**QUALIFICATIONS:**

“By selection from candidates residing within the boundaries of the District Council of Flacq and who possess the Certificate of Primary Education”

**Note:** Possession of a goods vehicle licence is desirable.

**Note 1:** The onus for the submission of written evidence 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.

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

**Note 3:** Candidates may be required to submit a Character Certificate.

**Note 4:** 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.

**DUTIES:**

1. To clean, disinfect and maintain offices, cloakrooms, toilets, drains, gutters, parks, gardens, promenades, social halls, yards, playgrounds, children’s playgrounds, nurseries, public places, garages, stores, etc and nearby surroundings in a healthy condition.

2. To clean and carry out simple maintenance of machines, vehicles and equipment and to report any defect or irregularity.
3. To be responsible to the Officer-in-Charge for the keeping of furniture, books, tools and sundry items found in social halls and to be in attendance at premises/workshops during office hours including during normal lunch break.
4. To be in charge of the children's playground during opening hours and ensure that rules and regulation governing the children's playground, including indoor games and leisure activities are adhered to.
5. To open/close gates and premises at the stipulated time, control entry traffic and be responsible for the safe-keeping of keys.
6. To report on damages and repairs that need to be carried out to the premises.
7. To handle, carry, pack, load and unload, including from lorries and other vehicles, place and arrange materials and other store items on shelves and to maintain them clean and in order and to also exercise great care when handling fragile and perishable goods.
8. To assist the Driver in the proper manoeuvring of his vehicle and in the transportation of goods and materials.
9. To perform regular washing, cleaning and other ancillary works associated with day-to-day running of vehicles and to hook and unhook metal basket on shelf loader.
10. To accompany lorries and assist in case of breakdown including removal and mounting of tyres.
11. To assist in the erection of tubular frames, structures and moving any Council property whenever required.
12. To run official errands, including the dispatch of correspondence, forms and materials and answer to telephone calls.
13. To operate a lawn mower in accordance with the prescribed safety measures.
14. To destroy and dispose of pest and waste.
15. To do weeding and planting work.
16. To remove and clear obstructive matters in discharge pipes, manhole and traps.
17. To read meters and gauges.
18. To undertake the mixing and grading of materials.

19. To attend to visitors.
20. 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 Handy Workers in the roles ascribed to them according to their postings.

**NOTE: Handy Workers may be required to work on a roster basis or during staggered hours without payment of any extra remuneration.**