MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 105 OF 2018

Vacancy for Post of Quantity Surveyor/Senior Quantity Surveyor
Ministry of Public Infrastructure and Land Transport
(Public Infrastructure Division)

Applications are invited from qualified candidates who wish to be considered for appointment as Quantity Surveyor/Senior Quantity Surveyor in the Ministry of Public Infrastructure and Land Transport (Public Infrastructure Division).

II. AGE LIMIT

Candidates, unless already in the Service, should not have reached their 40th birthday by the closing date for the submission of applications.

III. QUALIFICATIONS

Candidates should –

(i) be registered as Professional Quantity Surveyor with the Professional Quantity Surveyors’ Council of Mauritius under Section 20 of the Professional Quantity Surveyors’ Council Act (No. 7 of 2013), as subsequently amended;

(ii) possess organising, interpersonal and communication skills and be able to work in a team; and

(iii) be computer literate.

NOTE

1. Candidates should produce written evidence of knowledge claimed.

2. Candidates should submit a copy of their registration certificate as Professional Quantity Surveyor together with their Application Form.

3. The onus for the submission of written evidence of knowledge claimed rests on the candidates. Applications will not be considered in case of non-submission of written evidence of knowledge claimed by the closing date.

4. Candidates may be required to sit for a written examination as part of the selection process.

5. The Commission reserves the right
   (i) to convene only the best qualified candidates for interview; and
   (ii) not to make any appointment following this advertisement.
IV. DUTIES AND SALARY

1. To be responsible for the performance of the following duties in respect of building and civil engineering projects –
   
   (a) the preparation of cost estimates, cost plans, activity schedules, bills of quantities and bidding documents;
   
   (b) valuation of works in progress;
   
   (c) the preparation of cost and financial reports and final accounts;
   
   (d) the preparation and issue of certificates of payments; and
   
   (e) contract management.

2. To guide, supervise and co-ordinate the work of staff working under his responsibility.

3. To attend meetings and committees, as and when required.

4. To participate in the evaluation of bids for building and civil engineering projects of the Public Infrastructure Division of the Ministry.

5. To assist in the training of subordinate staff.

6. To use ICT in the performance of his duties.

7. 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 the Quantity Surveyor/Senior Quantity Surveyor in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 29,400 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 62,950 a month.

V. FRINGE BENEFITS

The Quantity Surveyor/Senior Quantity Surveyor is entitled to the following benefits:-

(a) 100% duty remission for the purchase of a car with petrol engine capacity of up to 1500 c.c. once every seven years; or a monthly car allowance of Rs 3,865 in lieu of duty remission;

(b) loan facilities for the first purchase of a car equivalent to 21 months’ salary with interest at the rate of 4% per annum, refundable in 84 monthly instalments;

(c) a monthly travelling allowance of Rs 11,500 or refund of mileage at the rate of Rs 6.50 per km together with a monthly commuted allowance of Rs 3,165 in case the officer performs official travelling during the month;
(d) passage benefits at the rate of 5% of annual salary drawn; and

(e) refund of the full amount of annual subscription fee payable to the Professional Quantity Surveyors’ Council of Mauritius.

VI. **MODE OF APPLICATION**

1. Qualified candidates should submit their application on **PSC Form 7** which may be obtained either from the Enquiry Counter of the Ministry of Civil Service and Administrative Reforms, Ground Floor, Emmanuel Anquetil Building, Port Louis or from the Enquiry Counter of the Public Service Commission, 7, Louis Pasteur Street, Forest Side or from the Chief Commissioner’s Office, Port Mathurin, Rodrigues or from the offices of the Mauritius High Commissions/Embassies overseas.

2. Candidates already in the service should submit their application in duplicate, the original to be sent directly to the Secretary, Public Service Commission and the duplicate through their respective Supervising/Responsible Officer.

3. This advertisement together with the Application Form (PSC Form 7) are available on the website of the Public Service Commission at [http://psc.govmu.org](http://psc.govmu.org)

4. Candidates are encouraged to submit online application through the government web portal at [http://www.govmu.org](http://www.govmu.org)

5. Acknowledgement of applications will be made, as far as possible, by e-mail. Candidates are therefore advised to submit their e-mail address.

6. Candidates are also advised to read carefully the “NOTES AND INSTRUCTIONS TO CANDIDATES” before filling in the Application Form. Care should be taken to fill in the Application Form correctly. Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the applicant.

VII. **CLOSING DATE**

Applications should reach the Secretary, Public Service Commission **not later than 3.00 p.m (local time) on Monday 04 February 2019**. Applications received after the specified closing date and time will not be considered.

Date: 15 January 2019

Public Service Commission,
7, Louis Pasteur Street,
**FOREST SIDE**