Applications are invited from qualified Assistant Quantity Surveyors 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. QUALIFICATIONS

A. By selection from among officers who hold a substantive appointment in the grade of Assistant Quantity Surveyor and who are 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.

B. Candidates should possess organising, interpersonal and communication skills and be able to work in a team.

NOTE

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

III. 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.

IV. FRINGE BENEFITS

Quantity Surveyor/Senior Quantity Surveyors are 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 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.

V. 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 Commission/Embassies overseas.

2. Applications should be submitted in duplicate, the original to be sent directly to the Secretary, Public Service Commission and the duplicate through the Senior Chief Executive, Ministry of Public Infrastructure and Land Transport (Public Infrastructure Division).
3. This circular together with the Application Form (PSC Form 7) are available on the website of the Public Service Commission at http://psc.govmu.org

4. Candidates are encouraged to submit on-line application through the government web portal at 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.

VI. CLOSING DATE

Applications should reach the Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest Side, not later than 3.00 p.m. on Thursday 19 January 2017.

Date: 30 December 2016

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