

MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 15 OF 2024

Vacancies for Post of Quantity Surveyor/Senior Quantity Surveyor
Ministry of National Infrastructure and Community Development
(National 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 National Infrastructure and Community Development (National Infrastructure Division).

II. AGE LIMIT

Candidates, unless already in the Service, should not have reached their **45th** 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 submit a copy of their registration certificate as Professional Quantity Surveyor together with their Application Form.**
- 2. Candidates should produce written evidence of knowledge claimed.
- 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 take part in a written examination.
- 5. The Commission reserves the right 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 National 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 33,175 x 825 – 35,650 x 900 – 37,450 x 950 – 42,200 x 1,300 – 46,100 x 1,575 – 49,250 x 1,650 – 54,200 x 1,700 – 64,400 x 1,800 – 69,800 a month.

V. FRINGE BENEFITS

Quantity Surveyor/Senior Quantity Surveyors are entitled to the following benefits:-

- (a) 100% duty remission for the purchase of a car with engine capacity of up to 1500 cc once every seven years or a monthly car allowance of Rs 3,980 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 3% per annum, refundable in 84 monthly instalments;

- (c) a monthly travelling allowance of Rs 13,200 or refund mileage at the rate of Rs 7.25 per km for mileage in excess of 800 km together with a monthly commuted allowance of Rs 3,260 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 are advised to submit their application **electronically** at the following address:
<https://psc.govmu.org>
2. Candidates may also apply electronically at the Enquiry Counter of the Public Service Commission, 7, Louis Pasteur Street, Forest Side from **09 00 hours to 15 30 hours on weekdays and not later than 15 00 hours on the closing date.**
3. Candidates are requested to follow the procedures that can be accessed through the **“How to Apply”** option on the above address.
4. Candidates already in the service **should** also submit a printed copy of their electronic Application Form, **duly signed**, through their respective Supervising Officer/Responsible Officer.
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. For queries regarding **Username and Password**, the Government Online Centre (GOC) may be contacted on the e-mail address **support@ncb.mu** or on phone number **454 9955**.
7. For **technical support and other queries**, the helpdesk of the Public Service Commission may be contacted on the e-mail address **pdsc@govmu.org** or phone number **670 9705** or fax number **670 3417**.
8. Candidates are also advised to read carefully the **“NOTES AND INSTRUCTIONS FOR ONLINE APPLICATION (in response to Public Advertisement)”** before filling in the Application Form. Care should be taken to fill in the online Application Form correctly. **Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the candidate.**

9. The Commission reiterates its request to candidates to submit their application electronically. However, qualified candidates not applying online may submit their application on **PSC Form 7** which may be obtained **either** from the Enquiry Counter of the Ministry of Public Service, Administrative and Institutional 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.

VII. CLOSING DATE

Applications should reach the Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest Side, **not later than 15 00 hours (local time) on Tuesday 26 March 2024.** Applications received after the specified closing date and time will **not** be considered.

Date: 06 March 2024

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