

**MAURITIUS PUBLIC SERVICE**

**PUBLIC ADVERTISEMENT NO. 56 OF 2024**

**Vacancies for Post of Assistant 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 Assistant 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 **45<sup>th</sup>** birthday by the closing date for the submission of applications.

**III. QUALIFICATIONS**

Candidates should –

- (i) possess a degree in Quantity Surveying from a recognised institution or an equivalent qualification acceptable to the Public Service Commission; and
- (ii) be computer literate.

**NOTE**

- 1. Candidates should produce written evidence of knowledge claimed.
- 2. **The onus for the submission of written evidence of knowledge claimed and equivalence of qualification (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 knowledge claimed and Equivalence Certificate, as appropriate, by the closing date.**
- 3. Candidates may be required to take part in a written examination.
- 4. 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 assist in the management of quantity surveying aspects of building and civil engineering projects.
- 2. To measure and compute quantities from drawings and site dimensions.

3. To prepare project cost estimates, cost plans, activity schedules, bills of quantities and bidding documents for building and civil engineering projects.
4. To assess value of works/variations, prepare valuations, cost/financial reports and final accounts and prepare and issue certificates of payments.
5. To participate in the evaluation of bids for building and civil engineering projects of the National Infrastructure Division of the Ministry.
6. To attend meetings and committees, as and when required.
7. To provide guidance and monitor the work of subordinate staff.
8. To use ICT in the performance of his duties.
9. 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 Assistant Quantity Surveyor in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 28,225 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 – 62,700 a month.

#### **V. 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.

**VI. 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 Monday 26 August 2024**. Applications received after the specified closing date and time will **not** be considered.

**Date: 06 August 2024**

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