

**MAURITIUS PUBLIC SERVICE**

**PUBLIC ADVERTISEMENT NO. 77 OF 2024**

**Vacancies for Post of Assistant Inspector of Works**  
**Ministry of Local Government and Disaster Risk Management**

Applications are invited from qualified candidates who wish to be considered for appointment as Assistant Inspector of Works in the Ministry of Local Government and Disaster Risk Management.

**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 –

A. possess –

- (a) Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts obtained at not more than two sittings or
- (b) Passes not below Grade C in at least five subjects including English Language, French and Mathematics or Principles of Accounts obtained at not more than two sittings at the General Certificate of Education “Ordinary Level” provided that at one of the sittings, passes have been obtained either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject.

**Note**

Candidates not possessing a credit in English Language at the Cambridge School Certificate will also be considered provided they possess passes in at least two subjects at “Principal Level” and one subject at “Subsidiary Level” as well as the General Paper obtained on one certificate at the Cambridge Higher School Certificate Examinations.

B. possess –

- (a) the Ordinary Technician Diploma in Building and Civil Engineering awarded by the City and Guilds of London Institute or
- (b) the Technician Diploma in Construction or in Construction Industry awarded by the City and Guilds of London or
- (c) the “Brevet de Technicien” in Civil Engineering or in Building Construction awarded by the Lycée Polytechnique Sir Guy Forget.

OR

Equivalent qualifications to A and B above acceptable to the Public Service Commission.

C. be computer literate.

**NOTE**

In the absence of candidates possessing the qualifications at B above, consideration will be given to candidates possessing the Technician Certificate in Construction or the Technician Certificate Part I in Construction awarded by the City and Guilds of London Institute or an equivalent qualification acceptable to the Public Service Commission.

**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 qualifications (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 be responsible for –
  - (a) the roll call of manual workers under his supervision;
  - (b) the keeping of time books and progress books, where necessary;
  - (c) the distribution of work and supervision of workers on sites of work;
  - (d) the preparation of simple estimates, bills, paysheets, monthly returns including returns of attendance;
  - (e) the preparation of requisitions, the physical custody of stores, the receipts and issue of tools and materials and the keeping of record of sub-stores; and
  - (f) taking such measures as may be necessary for the safety of workers and the public on sites of work.

2. To assist in estimating the quantity of materials in an operation.
3. To ensure the availability of materials and their effective use.
4. To assist Inspectors in the discharge of their duties.
5. To use ICT in the performance of his duties.
6. 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 Assistant Inspectors of Works in the roles ascribed to them.

The permanent and pensionable post carries salary in scale Rs 17,305 x 260 – 17,825 x 275 – 18,925 x 300 – 19,525 x 325 – 21,475 x 375 – 22,225 x 400 – 23,425 x 525 – 26,050 x 675 – 27,400 x 825 – 35,650 x 900 – 36,550 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 21 October 2024.** Applications received after the specified closing date and time will **not** be considered.

**Date: 01 October 2024**

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