GOVERNMENT OF MAURITIUS

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS, 1967

Department: Office of the President
Post: Senior Household Attendant
Salary Scale: Rs 5,250 x 125 – 5,375 x 150 – 6,425 x 175 – 6,950 x 205 – 7,770 (WM 31A)
Effective Date: 13 December 2001
Qualifications: By selection from among officers in the grade of Household Attendant reckoning at
least five years’ service in a substantive capacity in the grade and who -
(a) have good communication and supervisory skills; and
(b) are able to lead and motivate a team of officers.

Duties:
1. To be responsible to the Household Supervisor for:
   (i) attending the main door for the arrival and departure of guests;
   (ii) waiting at table, and ensure that a quality service is provided to guests;
   (iii) ensuring that the stock level of consumables such as drinks, cigarettes
        and cigars is appropriate and informing the Butler of any need to
        replenish the stock of such items;
   (iv) arranging for the adequate supply to household staff of brooms and
        other requisites for cleaning of rooms, furniture, brassware and
        windows; and
   (v) cleaning a set of rooms, verandahs and corridor.
2. To assist the Butler in his duties.
3. To perform such cognate duties as may be assigned.

NOTE
The Senior Household Attendant may be required to work at staggered hours and to be
on duty on Sundays and Public Holidays.