

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE  
PUBLIC SERVICE COMMISSION REGULATIONS**

- Department:** Civil Aviation
- Post:** Station Officer
- Salary:** Rs 36,200 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 53,200 (22 067 079)
- Effective Date:** 21 February 2017
- Qualifications:** By selection from among officers in the grade of Maintenance Supervisor (Communication, Navigation and Surveillance) who reckon at least two years' service in a substantive capacity in the grade and who –
- (i) are fully conversant with latest developments in the field of Communication, Navigation and Surveillance;
  - (ii) have a good knowledge and understanding of electrical/mechanical plants and system;
  - (iii) possess managerial and leadership skills; and
  - (iv) possess organising and good interpersonal and communication skills.
- Duties:**
1. To be responsible for the day-to-day running of the maintenance sections (Communication, Navigation and Surveillance/Electrical/Mechanical) of the Department.
  2. To be responsible for the installation, maintenance and repairs of all equipment and systems (Communication, Navigation and Surveillance/Electrical/Mechanical) in the Department.
  3. To supervise the installation, maintenance and repairs of all masts, towers and aerial systems.
  4. To be responsible for the evolution, monitoring and updating of maintenance schedules and repair and calibration manuals.

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CERTIFIED CORRECT



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*for Senior Chief Executive  
Ministry of Civil Service and  
Administrative Reforms*

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5. To examine reports received from subordinates and arrange for and supervise the implementation of remedial action or corrective measures, as required.
6. To ensure that spare parts, materials and test equipment are available and judiciously used.
7. To use ICT in the performance of his duties.
8. 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 Station Officer in the roles ascribed to him.

**Note**

1. The Station Officer may be required to work outside normal working hours including at night, on Saturdays, Sundays, Public Holidays and officially declared cyclone days and during emergencies.
2. The Station Officer may be required to follow such theoretical, practical or on-the-job training courses, as may be approved and arranged by the Department.
3. The Station Officer may be sent on assignment to Rodrigues or any of the Outer Islands of the Republic of Mauritius.



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