

GOVERNMENT OF MAURITIUS

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

- Ministry:** Education and Human Resources, Tertiary Education and Scientific Research
- Post:** School Caretaker
- Salary:** Rs 11,970 x 260 – 14,050 x 275 – 15,150 x 300 – 15,750 x 325 – 17,700 x 375 –
19,575 x 475 – 20,050 (24 019 045)
- Effective Date:** 3 October 2016
- Qualifications:** By selection from among employees on the permanent and pensionable establishment of the Ministry who –
- (i) reckon at least three years' service in a substantive capacity in their respective grade;
 - (ii) possess the Certificate of Primary Education; and
 - (iii) show proof of having sat for the Cambridge School Certificate Examination or the General Certificate of Education "Ordinary Level" Examination in at least five subjects at one sitting or an examination of equivalent standard acceptable to the Public Service Commission.

NOTE 1

In the absence of candidates possessing the qualification requirement at (iii) above, by selection from among employees on the permanent and pensionable establishment of the Ministry who –

- (a) reckon at least five years' service in a substantive capacity in their respective grade and who have been favourably reported upon; and
- (b) possess the Certificate of Primary Education.

NOTE 2

In the absence of qualified employees on the permanent and pensionable establishment of the Ministry, by selection from among serving employees on the permanent and pensionable establishment who possess the qualifications at (i), (ii) and (iii) above.

- Duties:**
1. To open and close schools.

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CERTIFIED CORRECT

*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms
3 October 2016*

Date.....

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2. To clean a minimum of seven classrooms/specialist rooms.
3. To maintain, clean and dust classrooms including black/white boards, window panes/window bars, furniture, and equipment other than IT equipment.
4. To distribute foodstuffs to school children in connection with the School Feeding Project.
5. To deliver mail to and collect mail from Post Office daily.
6. To help school children to cross the street during recess and after classes end.
7. To accompany injured/sick pupils to hospitals or Community Health Centres/Area Health Centres, as and when necessary.
8. To perform gatekeeping 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 School Caretaker in the roles ascribed to him.



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