GOVERNMENT OF MAURITIUS

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

Ministry: Education and Human Resources
Post: Printing Machine Operator
Salary: Rs 8,800 x 200 – 10,200 x 250 – 11,700 x 300 – 13,800 x 400 – 15,000 (04 14 37)
Effective Date: 18 April 2011
Qualifications: Candidates should –
   (i) possess the Certificate of Primary Education; and
   (ii) have experience in the operation of a printing machine.

Candidates should produce written evidence of experience claimed.

Duties:
1. To operate and maintain in good running order all printing machines in the Printing Section.
2. To classify all tracings and stencils, and prepare an index thereof.
3. To be responsible for the keeping of all tracings and stencils.
4. To keep an inventory of equipment and materials in his charge.
5. To order, through the store, materials required for printing.
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 Printing Machine Operators in the roles ascribed to them.

CERTIFIED CORRECT

[Signature]

for Senior Chief Executive
Ministry of Civil Service and Administrative Reforms

Date: 18 APR 2011