

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

- Ministry:** National Infrastructure and Community Development  
(National Infrastructure Division)
- Post:** Chief Locksmith
- Salary:** Rs 20,825 x 325 – 21,475 x 375 – 22,225 x 400 – 23,425 x 525 – 26,050 x 675 –  
27,400 x 825 – 34,825 (25 044 067)
- Effective Date:** 01 December 2021
- Qualifications:** By promotion, on the basis of experience and merit, of employees in the grade of  
Locksmith who reckon at least eight years' service in a substantive capacity in  
the grade and who –
- (i) have good technical knowledge of the trade; and
  - (ii) are able to train and guide Locksmiths.
- Duties:**
1. To guide, train and supervise Locksmiths and other workers under his  
responsibility.
  2. To undertake personally the most complicated work of their trade.
  3. To ensure that –
    - (i) the quality and output of the work performed are satisfactory;
    - (ii) workers comply with safety measures and precautions  
recommended for the trade; and
    - (iii) tools, equipment and materials are judiciously used.
  4. To submit request for parts/materials through the Workshop Supervisor to  
the Procurement and Supply Section and issue same to Locksmiths.
  5. To keep records of progress of work, parts and materials used, in  
appropriate books, job cards and/or in other forms of data.
  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 the  
Chief Locksmith in the roles ascribed to him.



CERTIFIED CORRECT

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S. Chundunsing (Mrs)  
for Secretary for Public Service

01 December 2021

Date.....