

GOVERNMENT OF MAURITIUS

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

Department: Fire Services

Post: Foreman

Salary:

Effective Date: 23rd April, 1992

Qualifications: By promotion, on the basis of experience and merit, of Tradesmen in the Department who:

- (a) possess the Certificate of Primary Education.
- (b) have had at least eight years' service as Tradesman on permanent and pensionable establishment.
- (c) have a good general knowledge of the work performed by different categories of workers in the workshop.
- (d) are able to control, organise and discipline workers.

Note:

Candidates not satisfying the conditions at (a) may be considered for promotion if they show proof of being literate.

Duties:

1. To organise the work performed by the workers under his supervision.
2. To supervise the performance of the workers.
3. To control and discipline workers and report grievances to superior officers.
4. To assist in costing operations and preparing estimates.
5. To write technical reports in English and French.
6. To keep the record book of materials and ensure control over their use.
7. To keep an inventory of the loose tools issued to the workers and to arrange for the security of the unused materials on sites of work.
8. To prepare time sheets and keep time books on the sites of work where required.
9. To perform such cognate duties as may be assigned.



CERTIFIED CORRECT

[Signature]
.....
for Permanent Secretary

23 APR 1992

Date