

GOVERNMENT OF MAURITIUS

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

- Ministry:** Industry, Commerce and Consumer Protection (Commerce Division)
- Post:** Heavy Vehicle/Mechanical Driver
- Salary:** Rs 14,875 x 275 – 15,150 x 300 – 15,750 x 325 – 17,700 x 375 – 19,575 x 475 –  
21,950 x 625 – 23,200 x 775 – 25,525 (24 030 054)
- Effective Date:** 12 September 2018
- Qualifications:** By selection from among serving employees on the permanent and pensionable establishment who –
- (i) possess the Certificate of Primary Education;
  - (ii) possess a Goods Vehicle Driving Licence (manual gear);
  - (iii) have a basic knowledge of mechanics and simple vehicle maintenance;  
and
  - (iv) have a good eyesight.

**NOTE 1**

In the absence of serving employees possessing the qualification at (i) above, consideration will be given to those who show proof of being literate.

**NOTE 2**

In the absence of qualified employees on the permanent and pensionable establishment, by selection from among candidates who are not more than 48 years of age and who possess the qualifications at (i) – (iv) above.

**NOTE 3**

Selected candidates will be required to –

- (a) undergo a medical test to be carried out by the Ministry of Health and Quality of Life to assess their eyesight;
- (b) obtain a Special Service Driving Licence for Goods Vehicle (manual gear); and

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**CERTIFIED CORRECT**

*D. Gowry*  
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**D. Gowry (Mrs)**  
*for Secretary for Public Service*

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- (c) undergo training in driving articulated lorries safely and correctly as approved and arranged by the Ministry of Industry, Commerce and Consumer Protection (Commerce Division).

**Duties:**

1. To drive lorries with trailer up to 45 tons.
2. To operate the crane on the lorry, to load and unload lorry as per instructions given by the technical staff.
3. To operate the fork lift and the lifting system at the Legal Metrology Services.
4. To drive other vehicles of the Legal Metrology Services including cars and vans.
5. To carry out simple checks/maintenance tasks including –
  - (a) checking of radiator or overflow tank for water level and filling up with water, if necessary;
  - (b) checking of engine oil-level and topping up, if necessary, and reporting any unusual oil consumption;
  - (c) checking of fluid levels of brake master cylinder and clutch master cylinder and topping up, if necessary;
  - (d) checking wheel nuts for wheel tightness and checking of all wheels including spare wheel for the tyre pressure and uneven/abnormal wear;
  - (e) monitoring mileage run/period vehicle is used, and informing the officer in charge of transport when servicing is due;
  - (f) washing and cleaning the vehicle's body and interior;
  - (g) ensuring that the interior of the vehicle is kept clean at all times and free of dust;

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- (h) checking of battery electrolyte level and topping up, as and when necessary; and
  - (i) checking of all lights, horn, wipers, brake and clutch to ensure that they are in good working condition.
6. To report any defect observed to the officer in charge of transport and take vehicle to workshop for repair/servicing as instructed by the latter.
  7. To keep a log book and record issue of fuel, all movements, tyres and battery changes.
  8. To attend to minor repairs such as cleaning of spark plugs, replacing of fuse or bulb, changing of tyres and making arrangements for mending of punctures in the event of breakdown on the road.
  9. To help, whenever required, the mechanics when the vehicle under his charge breaks down on the road and has to be towed or repaired on the spot.
  10. To perform messengerial duties such as running errands, despatch of correspondence, as and when required.
  11. To fulfill necessary procedures in case of road accident.
  12. 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 Heavy Vehicle/Mechanical Driver in the roles ascribed to him.

**Note**

1. Heavy Vehicle/Mechanical Drivers may be required to work outside normal working hours, including Saturdays, Sundays and Public Holidays.
2. Heavy Vehicle/Mechanical Drivers should abide by the provisions of the Financial Management Kit concerning responsibilities of a Driver for his vehicle.



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