

GOVERNMENT OF MAURITIUS

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

**Department:** National Transport Authority

**Post:** Principal Traffic Warden (on roster)

**Salary:** Rs 18,575 x 450 – 19,475 x 600 – 20,675 x 750 – 29,675 x 900 – 34,175 x 1,200 – 36,575 (18 41 64)

**Effective Date:** 15 July 2014

**Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Senior Traffic Warden (on roster) who reckon at least four years' service in a substantive capacity in the grade and who -

- (i) possess good interpersonal and communication skills;
- (ii) have the ability to train, lead and motivate a team of officers; and
- (iii) possess excellent organising and supervisory skills.

**Role and Responsibilities:** To ensure a proper control over parking of vehicles throughout the island and to develop strategies in connection with parking.

**Duties:**

1. To be responsible to the Transport Controller for the performance of the following duties –
  - (a) to assist in the administration and day-to-day running of the Traffic Warden section;
  - (b) to supervise, co-ordinate and monitor the work and performance of Senior Traffic Wardens (on roster) and Traffic Wardens (on roster);
  - (c) to arrange for spot checks of motor vehicles, as and when required;
  - (d) to attend Court in cases of prosecution;
  - (e) to provide guidance and training to subordinate staff;
  - (f) to issue Fixed Penalty and Parking Notices;

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 for Senior Chief Executive  
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- (g) to stop vehicles for the purpose of verification;
  - (h) to check licences and certificates to be displayed or carried in vehicles as required by the Road Traffic Act or regulations made under the Act;
  - (i) to attend to complaints from members of the public;
  - (j) to attend meetings and committees, as and when required;
  - (k) to follow-up on case files sent to the Police Department for prosecution.
2. To use ICT in the performance of his duties.
  3. 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 Principal Traffic Warden (on roster) in the roles ascribed to him.

**Note**

Principal Traffic Wardens (on roster) may be required to work on a roster basis, according to a pattern of work specifying the commencing times and finishing times of turns of duty including Saturdays, Sundays and Public Holidays.



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