

GOVERNMENT OF MAURITIUS

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

**Ministry:** Local Government, Rodrigues and Outer Islands (Local Government Division)  
**Post:** Handy Worker  
**Salary:** Rs 7,200 x 200 – 10,200 x 250 – 11,200 (24 06 25)  
**Effective Date:** 19 April 2010  
**Qualifications:** By selection from among serving employees on the permanent and pensionable establishment of the Ministry who possess the Certificate of Primary Education.

**NOTE**

In the absence of candidates possessing the Certificate of Primary Education, consideration will be given to candidates who show proof of being literate.

**Duties:**

1. To open and close stores.
2. To handle, carry, pack, load and unload store items, goods and materials.
3. To perform despatch duties.
4. To clean and maintain offices, toilets, drains, gutters, etc.
5. To destroy and dispose of pests and waste.
6. To mix and grade materials.
7. To do weeding and planting work.
8. To attend to visitors.
9. To usher in/guide visitors to senior officers/sections concerned and maintain a record of such visits, if so required.
10. To assist the driver in the proper manoeuvring of vehicles and in case of breakdown.
11. To perform regular washing, cleaning and other ancillary works associated with day-to-day running of vehicles.
12. To hook and unhook metal basket on shelf loader.
13. 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 Handy Workers in the roles ascribed to them.



**CERTIFIED CORRECT**

*Alecary*

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*for Senior Chief Executive  
Ministry of Civil Service and  
Administrative Reforms*

**19 APR 2010**

Date.....