

GOVERNMENT OF MAURITIUS

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

- Ministry:** Local Government and Outer Islands
- Post:** Project Officer/Senior Project Officer (Solid Waste Management Division)
- Salary:** Rs 24,425 x 750 – 29,675 x 900 – 34,175 x 1,200 – 37,775 x 1,500 – 58,775 (26 50 79)
- Effective Date:** 29 August 2014
- Qualifications:**
 - A. A degree in Civil Engineering or Chemical Engineering or Chemical and Environmental Engineering or Environmental Engineering or Chemistry or Environmental Science or Solid Waste Management from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
 - B. Candidates should –
 - (i) possess good communication and interpersonal skills;
 - (ii) have organising, supervisory and leadership abilities;
 - (iii) have a thorough understanding of the principles and practices of waste and/or beach management; and
 - (iv) be computer literate.

Candidates should produce written evidence of knowledge claimed.

- Duties:**
 - 1. To assist in the development and monitoring of projects for the implementation of Solid Waste Management strategies and supervision of consultancy contracts.
 - 2. To be responsible for –
 - (i) the planning, operation and management of waste disposal facilities;
 - (ii) the preparation of bidding documents;
 - (iii) the monitoring and management of contracts in respect of the Ministry’s projects; and

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Alkassip

for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

29 August 2014

Date.....

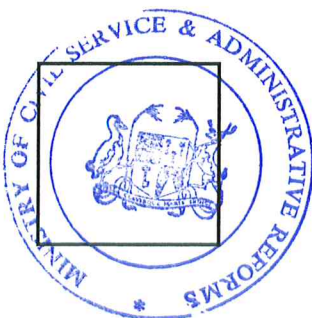
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- (iv) establishing a waste classification system and the keeping of proper records of all wastes entering the sites and ensuring the monthly auditing of landfill operations and follow-up as appropriate.
3. To carry out inspections to ensure compliance supervision on landfill and other disposal facilities and other contract sites and submit reports as required.
 4. To supervise the operations and management of solid waste facilities including hazardous waste treatment plant.
 5. To supervise construction works.
 6. To advise on handling treatment of and disposal of hazardous waste.
 7. To be responsible for project monitoring.
 8. To devise and participate in awareness campaigns and programmes on recycling of waste.
 9. To assess claims from contractors for certification purposes.
 10. To devise waste exchange schemes.
 11. To examine environmental monitoring reports submitted by contractors covering the following –
 - (a) site monitoring data on a range of parameters such as gas quality, gas emission rates, gas pressures, leachate quantities, qualities and levels, settlements and waste density; and
 - (b) offsite monitoring data such as gas migration/quality, ground water quality, surface water quality and climatic area.

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A. A. A.

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*for Senior Chief Executive
Ministry of Civil Service and
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12. To liaise with the National Environmental Laboratory or other organisations for carrying out analyses and counter-analyses on the basis of established site and offsite parameters.
13. To liaise with contractors and consultants, as and when required.
14. To liaise with the Ministry responsible for Environment in respect of the disposal of noxious, hazardous and chemical wastes as may be required.
15. To guide, supervise and co-ordinate the work of a team of technical staff.
16. To attend meetings and committees, as and when required.
17. To use ICT in the performance of his duties.
18. 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 Project Officer/Senior Project Officer (Solid Waste Management Division) in the roles ascribed to him.

Note

Project Officer/Senior Project Officers (Solid Waste Management Division) may be required to work outside normal working hours, including Saturdays, Sundays and Public Holidays.



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Alexander

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

29 August 2014

Date.....