

GOVERNMENT OF MAURITIUS

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

- Ministry:** Social Security, National Solidarity, and Environment and Sustainable Development  
(Environment and Sustainable Development)
- Post:** Stores Attendant
- Salary:** Rs 11,200 x 250 – 11,450 x 260 – 14,050 x 275 – 15,150 x 300 – 15,750 x 325 –  
17,700 x 375 – 19,200 (24 016 043)
- Effective Date:** 26 June 2018
- Qualifications:** By selection from among employees on the permanent and pensionable establishment  
of the Ministry who –
- (i) possess the Certificate of Primary Education; and
  - (ii) have a good knowledge of stores duties and are familiar with common items  
of stores.

**NOTE**

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

- Duties:**
1. To be responsible to the officer in charge of stores for –
    - (i) opening and closing of stores apertures as required;
    - (ii) cleaning the stores premises;
    - (iii) collecting, loading, unloading and conveying stores items;
    - (iv) opening packages, crates and cases;
    - (v) handling all stores items as required;
    - (vi) removing all packing materials and empty crates to appropriate places  
for their eventual disposal;
    - (vii) packing stores items as required;
    - (viii) washing, cleaning and stowing empty containers;

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CERTIFIED CORRECT

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N. Auchoybur (Mrs)  
for Secretary for Public Service

26 June 2018

Date.....

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- (ix) collecting and despatching stores correspondence, as required;
  - (x) placing and arranging items of stores on shelves and maintaining them clean and in order; and
  - (xi) assisting in any works of similar nature such as in inventories and surveys.
2. 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 Stores Attendant in the roles ascribed to him.



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N. Auchoybur (Mrs)  
*for Secretary for Public Service*

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