

GOVERNMENT OF MAURITIUS

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

Ministry: Public Infrastructure, Land Transport and Shipping (Public Infrastructure Division)

Post: Senior Inspector of Works

Salary: Rs 20,200 x 600 – 23,200 x 800 – 28,000 x 1,000 – 29,000 (26 46 58)

Effective Date: 19 January 2010

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Inspector of Works who reckon at least three years' service in a substantive capacity in the grade and who have good communication and interpersonal skills.

- Duties:**
1. To guide, supervise and co-ordinate the work of Inspectors of Works, Assistant Inspectors of Works and other subordinate staff.
 2. To be responsible to the Superintendent of Works, the Chief Inspector of Works and the Engineer/Senior Engineer (Civil) for the management of sections within his control.
 3. To ensure that all requests for minor works, maintenance/repair/renovation works are executed diligently.
 4. To be responsible for the preparation of cost estimates, list of materials and time allocation for works to be executed.
 5. To co-ordinate work between trade units within the section.
 6. To monitor progress of work.
 7. To assist the Superintendent of Works and the Chief Inspector of Works in making recommendations on personnel issues such as transfers/redeployment of staff.
 8. To form part of Boards of Survey, Injury Boards and Selection Boards.
 9. To use ICT in the performance of his duties.
 10. 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 Senior Inspectors of Works in the roles ascribed to them.



CERTIFIED CORRECT

Alexander

for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

19 JAN 2010

Date.....