

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS, 1967

- Ministry:** Rodrigues (Central Administration)
- Post:** Driver
- Salary:** Rs 3,100 x 100 - 4,000 x 125 - 5,000 x 150 - 5,150 (MGG 29)
- Effective Date:** 29 April, 1998
- Qualifications:**
- A. The Certificate of Primary Education .
 - B. Candidates should also have
 - (i) a valid driving licence to drive cars or vans or lorries or buses;
 - (ii) basic knowledge of mechanics and simple vehicle maintenance ; and
 - (iii) a good eyesight .

Note 1:

Priority of consideration will be given to serving employees on the permanent and pensionable establishment holding the above qualifications

Note 2:

Selected candidates will be required to:

- (a) undergo a medical test to be carried out by the Ministry of Health and Quality of Life to assess their eyesight;
- (b) obtain a service driving licence .

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for Permanent Secretary

29 APR 1998

Date.....



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PUBLIC SERVICE COMMISSION REGULATIONS, 1967**Duties:**

1. To drive Government vehicles for the conveyance of staff, materials and equipment in connection with the activities of the Ministry.
2. To carry out simple maintenance tasks including:
 - (a) checking of radiator and filling up with water if necessary;
 - (b) checking of engine oil-pump and topping up if necessary;
 - (c) testing and cleaning fuel pump and carburettor;
 - (d) checking brake and clutch, master cylinders and topping up if necessary;
 - (e) checking wheel nuts for wheel tightness including spare wheel;
 - (f) cleaning and preventive servicing of the vehicle under his responsibility;
 - (g) lubricating of vehicles;
 - (h) topping up of battery;
 - (i) keeping fuel lines free of dirt and water; and
 - (j) cleaning spark plugs and fuel injectors.
3. To report any defect to responsible officer.

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4. To attend to minor repairs such as cleaning of spark plugs, replacing of fuse or bulb, changing of tyres and making arrangements for mending of punctures in the event of breakdown on the road.
5. To help, whenever required, the Mechanics when the vehicle under his charge is under repairs.
6. To keep a log book.
7. To perform messengerial duties such as running errands, despatch of correspondence and distribution of files and documents as and when required.
8. To perform such cognate duties as may be assigned.

Note:

Drivers should abide by the provisions of the Financial Management Manual concerning responsibilities of a Driver for his vehicle.

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