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

Ministry: Rodrigues (Fire Services)

Post: Head Officer

Salary: Rs 10,770 x 300 - 11,370 x 400 - 12,970 x 500 - 13,470 (FRS 4)

Effective Date: 8 February 2000

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Station Officer who

(a) are graduates of the Institution of Fire Engineers or are holders of equivalent qualifications acceptable to the Disciplined Forces Service Commission;
(b) have marked qualities of leadership;
(c) possess good organising and administrative skills; and
(d) are able to communicate clearly and efficiently.

Note

For the first intake, consideration will be given to Station Officers although they do not possess the qualifications at (a) above provided they

(i) reckon at least ten years service in a substantive capacity in the grade; and

(ii) possess an Advanced Diploma of the National Fire Service College, India.

CERTIFIED CORRECT

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for Permanent Secretary

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08 FEB 2000
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Duties:

1. To be responsible for the efficient management of all stations in his Division.

2. To attend fire rescue operations and other related emergencies.

3. To perform fire prevention duties and fire fighting when required.

4. To ensure the proper training of personnel in his Division.

5. To prepare and deliver lectures and talks on fire prevention and fire fighting in the service as well as in outside organisations.

6. To verify logbooks, store ledgers, occurrence books and attendance register.

7. To be responsible for all matters concerning plan reading, survey inspection, fire prevention inspection, etc. relating to Fire Prevention Legislation.

8. To drive the Station’s vehicles as and when required.

9. To perform such cognate duties as may be assigned.

Note

1. The Head Officer shall, in addition to official working hours, make himself available as and when required, at night, on public holidays, during weekends and on officially declared cyclone days.

2. The Head Officer may be required to follow such theoretical and practical training as may be approved and arranged.