

GOVERNMENT OF MAURITIUS

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

- Organisation:** Rodrigues Regional Assembly (Public Infrastructure)
- Post:** Chief Inspector of Works
- Salary:** Rs 27,750 x 750 – 28,500 x 900 – 33,000 x 1,200 – 36,600 x 1,500 – 41,100 (26 50 62)
- Effective Date:** 14 February 2013
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Senior Inspector of Works who reckon at least two years’ service in a substantive capacity in the grade and who possess good organising and leadership skills.
- Duties:**
 1. To assist the Departmental Head and the Officer-in-Charge, Public Infrastructure in the day-to-day administration of the Division.
 2. To ensure that all works on project sites are done in the most efficient and effective way and to take remedial action if standards of quality and quantity are not met.
 3. To guide, supervise and co-ordinate the work of subordinate staff.
 4. To ensure that all requests for minor works, maintenance/repair/renovation works are executed diligently.
 5. To monitor and streamline execution of all projects and ensure that completion reports of these projects are duly submitted.
 6. To liaise with other Commissions/Divisions in connection with the implementation of projects.
 7. To be responsible for the preparation of cost estimates, list of materials and time frame for works to be executed.
 8. To assist in the determination of training needs of officers in the Inspectorate Cadre and the organisation of such training.
 9. To attend meetings and committees.
 10. To form part of Boards of Survey, Injury Boards and Selection Boards.
 11. To use ICT in the performance of his duties.
 12. 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 Chief Inspector of Works in the roles ascribed to him.



CERTIFIED CORRECT

.....*S. Chandrasegaram*.....
 for Senior Chief Executive
 Ministry of Civil Service and
 Administrative Reforms
 Date: 14 FEB 2013