GOVERNMENT OF MAURITIUS

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

Organisation: Rodrigues Regional Assembly (Mechanical Workshop)

Post: Plant and Equipment Manager

Salary: Rs 24,425 x 750 – 29,675 x 900 – 34,175 x 1,200 – 37,775 x 1,500 – 52,775
(26 50 75)

Effective Date: 02 December 2015

Qualifications:

A. A degree in Mechanical Engineering or Engineering Mechanics or
   Mechatronics Engineering or Electrical Engineering from a recognised
   institution or an equivalent qualification acceptable to the Public Service
   Commission.

B. Candidates should –
   (i) possess at least three years’ practical experience in the
       maintenance and operation of plants and equipment; and
   (ii) be computer literate.

Candidates should produce written evidence of experience/knowledge claimed.

Duties:

1. To be responsible to the Departmental Head for the implementation of
   projects and the management of plants and equipment.

2. To supervise installation and commissioning of plants and equipment
   mainly the desalination plants of the Rodrigues Regional Assembly.

3. To guide, train, supervise and co-ordinate the work of subordinate staff.

4. To ensure that the provisions of appropriate legislation are enforced.

5. To prepare and submit progress reports.

6. To prepare Terms of Reference for invitation of bids for consultancy
   services.

7. To co-ordinate and supervise the work of consultants on projects and to
   review their reports and proposals.

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for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

02 December 2015
8. To participate in Boards of Survey.

9. To assist in the preparation of bids documents.

10. To process and certify claims submitted by contractors for payment.

11. To vet design reports/calculations/drawings submitted by consultants.

12. To attend meetings/committees in relation to his duties.

13. To supervise works executed by private contractors for the Rodrigues Regional Assembly.

14. To use ICT in the performance of his duties.

15. 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 Plant and Equipment Manager in the roles ascribed to him.