

**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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CERTIFIED CORRECT


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*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

02 December 2015

Date.....

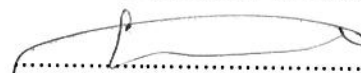
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8. To participate in Boards of Survey.
9. To assist in the preparation of bids documents.
10. To process and certify claims submitted by contractors for payment.
11. To vet design reports/calculations/drawings submitted by consultants.
12. To attend 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.



CERTIFIED CORRECT



*for Senior Chief Executive
Ministry of Civil Service and
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02 December 2015

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