GOVERNMENT OF MAURITIUS

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

Ministry: Public Infrastructure, National Development Unit, Land Transport and Shipping
(Land Transport and Shipping Division – Traffic Management and Road Safety Unit)

Post: Inspector of Works

Salary: Rs 16,000 x 600 – 23,200 x 800 – 24,800 (26 39 53)

Effective Date: 14 July 2011

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of
Assistant Inspector of Works of the Land Transport and Shipping Division of the
Ministry who reckon at least three years’ service in a substantive capacity in the
grade and who -

(i) have an overall knowledge and working experience of civil and building
engineering works;

(ii) possess organising and supervisory skills; and

(iii) have general knowledge of financial, procurement and supply and human
resource procedures.

Duties: 1. To be responsible for -

(a) the proper execution and supervision of civil engineering works,
including minor works carried out by private contractors appointed by
Government and the Ministry, as well as maintenance works;

(b) site surveys, setting-outs, receipt of necessary way-leaves for the
successful installation of traffic signal equipment;

(c) the control and general supervision of subordinate staff and workers on
sites of work;

(d) the monitoring of the presence of employees temporarily posted to the
Traffic Management and Road Safety Unit on sites of work;

(e) the control of attendance register, time and progress books and the receipt
and issue of materials and tools in the absence of the Assistant Inspector
of Works;

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For Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

Date 14 JUL 2011
SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS

(f) the monitoring of materials used and their replenishment for a sustained
stock level all the time; and
(g) the preparation of estimates, bills, paysheets and monthly returns.

2. To carry out inspection of traffic signal equipment and to report faults to the
maintenance contractor.

3. To ensure that defective road safety and traffic signal equipment is repaired by
the maintenance contractor.

4. To ensure that routine maintenance is carried out on transport equipment, traffic
signal equipment and plant.

5. To prepare and submit progress reports on works carried out, as and when
required.

6. To assist the Senior Inspector of Works in the performance of his duties.

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

8. 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 Inspector of
Works in the roles ascribed to him.

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[Signature]

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