

GOVERNMENT OF MAURITIUS

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

- Organisation:** Rodrigues Regional Assembly (Central Administration)
- Post:** Officer-in-Charge, Transport
- Salary:** Rs 20,675 x 750 – 29,675 x 900 – 34,175 x 1,200 – 37,775 x 1,500 – 46,775
(26 45 71)
- Effective Date:** 10 February 2014
- Qualifications:**
- A. A diploma in Mechanical Engineering or Electrical Engineering from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
- B. Candidates should –
- (i) reckon at least one year's practical experience in the running of a garage;
- (ii) possess a valid driving licence (manual gear) to drive cars or vans; and
- (iii) be computer literate.

Note


The selected candidate will be required to obtain a service vehicle driving licence (manual gear) to drive cars or vans.

Candidates should produce written evidence of experience/knowledge claimed.

- Duties:**
1. To be responsible to the Island Chief Executive for –
- (a) the management and supervision of the Transport Division;
- (b) the planification of the Division's requirements and the implementation of approved programmes;
- (c) ensuring that all the divisions of the Rodrigues Regional Assembly are provided with transport facilities, as and when required;
- (d) ensuring that all vehicles are in proper running condition;

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CERTIFIED CORRECT


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for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

Date..... 10 FEB 2014



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- (e) the planning and implementation of regular preventive maintenance service to all vehicles of the Rodrigues Regional Assembly;
 - (f) liaising with the Mechanical Engineer/Senior Mechanical Engineer in Rodrigues for repairs of vehicles; and
 - (g) the training of subordinate staff.
2. To use ICT in the performance of his duties.
3. 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 Officer-in-Charge, Transport in the roles ascribed to him.



CERTIFIED CORRECT

R. Agulw

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

Date..... **10 FEB 2014**