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

- Organisation:** Rodrigues Regional Assembly (Central Administration – Transport Section)
- Post:** Transport Supervisor
- Salary:** Rs 9,800 x 200 – 10,200 x 250 – 11,700 x 300 – 13,800 x 400 – 15,000 x 500 – 16,000 x 600 – 20,200 (26 19 46)
- Effective Date:** 16 June 2011
- Qualifications:**
- A. A Cambridge School Certificate with passes in English Language and Mathematics obtained on one certificate or Passes obtained on one certificate at the General Certificate of Education “Ordinary Level” either (i) in five subjects including English Language and Mathematics with at least Grade C in any two subjects or (ii) in six subjects including English Language and Mathematics with at least Grade C in any one subject or an equivalent qualification acceptable to the Public Service Commission.
- B. Candidates should be computer literate.
- Candidates should produce written evidence of knowledge claimed.
- Duties:**
1. To prepare daily and weekly schedule of work for drivers.
  2. To control log books of all vehicles.
  3. To control issue of fuel to all vehicles.
  4. To control maintenance and servicing of vehicles.
  5. To liaise with workshops entrusted to repair the vehicles and ensure speedy return of vehicles into circulation.
  6. To control arrivals and departures of vehicles.
  7. To monitor overtime of drivers.
  8. To use ICT in the performance of his duties.
  9. 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 Transport Supervisor in the roles ascribed to him.



**CERTIFIED CORRECT**

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

Date..... 16 JUN 2011