

GOVERNMENT OF MAURITIUS

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

Ministry: Agro-Industry and Food Security
Post: Field Supervisor
Salary: Rs 14,050 x 275 – 15,150 x 300 – 15,750 x 325 – 17,700 x 375 – 19,575 x 475 –
21,950 x 625 – 23,200 (24 027 051)

Effective Date: 13 June 2018

Qualifications: A. By selection from among employees in the grade of General Worker on the permanent and pensionable establishment of the Ministry who reckon at least five years' service and who –

- (i) possess the Certificate of Primary Education; and
- (ii) have the ability to supervise and guide workers, and maintain discipline among them.

NOTE

In the absence of candidates possessing the qualification at A (i) above, consideration will be given to candidates on the permanent and pensionable establishment of the Ministry who show proof of being literate.

B. Candidates should –

- (i) For the Agricultural Services
 - (a) have practical knowledge of the various operations carried out by the Agricultural Services; and
 - (b) have the ability to recognise and identify vegetables, fruit trees, ornaments and weeds.
- (ii) For the Forestry Services
 - (a) have a practical knowledge of the various forestry operations carried out by the Forestry Services; and
 - (b) have the ability to recognise and identify local trees, shrubs and trees.

Duties:

1. To distribute work among the workers under his supervision and maintain discipline among them.
2. To ensure that work is carried out according to norms and standards and safety measures are observed on site of work.

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CERTIFIED CORRECT

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N. Auchoybur (Mrs)
for Secretary for Public Service

13 June 2018

Date.....



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3. To make simple measurements and keep simple records of work done.
4. To receive and control plants and materials delivered on sites of work.
5. To record attendance of workers under his supervision in time books, report all unauthorised absences and forward to the officer in charge, applications for leave received from workers under his supervision.
6. To keep an inventory of tools and materials issued to workers under his supervision and to arrange for safekeeping of the unused materials on site of work.
7. To report any misconduct or insubordination and any grievances of workers under his supervision.
8. To ensure that all employees under his supervision are provided with personal protective clothing and equipment and use them, as and when required.
9. To ensure that tools and equipment issued to workers are judiciously used and kept, and simple maintenance/cleaning carried out.
10. 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 Field Supervisor in the roles ascribed to him.



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