

GOVERNMENT OF MAURITIUS

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

- Ministry:** Arts and Culture
- Post:** Attendant CLAC (Centre de Lecture et d'Animation Culturelle)
- Salary:** Rs 5,675 x 150 – 7,325 x 175 – 8,200 x 200 – 8,400 (24 08 25)
- Effective Date:** 25 July 2006
- Qualifications:**
 - A. By selection from among serving officers who hold a substantive appointment and
 - (i) possess the Certificate of Primary Education; and
 - (ii) show proof of having sat for the Cambridge School Certificate Examination or the General Certificate of Education "Ordinary Level" Examination in at least five subjects at one sitting or an examination of equivalent standard acceptable to the Public Service Commission.
 - B. Candidates should :-
 - (i) possess qualities such as reliability and trustworthiness; and
 - (ii) have a positive attitude towards work and be able to get on well with people.

Note

In the absence of suitably qualified officers, by selection from among candidates possessing the qualifications laid down at A and B above.

- Duties:**
 1. To collect the keys of the CLAC (Centre de Lecture et d'Animation Culturelle) and deposit same from/to the nearest Police Station/Police Post.
 2. To open and close the Centre.
 3. To maintain, clean and dust the rooms, including window panes, furniture and materials of the Centre.
 4. To run errands for the Centre and answer telephone calls.

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CERTIFIED CORRECT

R. D. ...

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

25 JUL 2006

Date.....

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PUBLIC SERVICE COMMISSION REGULATIONS**

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5. To keep watch over the Centre during opening hours.
6. To help the Officer CLAC (Centre de Lecture et d'Animation Culturelle) in classifying materials, shelving and doing minor book repairs.
7. To perform such cognate duties as may be assigned.

Note

Attendants CLAC (Centre de Lecture et d'Animation Culturelle) will be required to work at staggered hours.



CERTIFIED CORRECT

R. Rue

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

25 JUL 2006

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