

GOVERNMENT OF MAURITIUS

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

Department: Office of the Director of Public Prosecutions

Post: Handy Worker

Salary: Rs 7,200 x 200 – 10,200 x 250 – 11,200 (24 06 25)

Effective Date: 30 January 2012

Qualifications: By selection from among serving employees on the permanent and pensionable establishment who possess the Certificate of Primary Education.

NOTE

In the absence of employees possessing the Certificate of Primary Education, consideration will be given to candidates who show proof of being literate.

- Duties:**
1. To open and close doors, windows and roller shutters and to clean offices.
 2. To load, unload and store properly furniture, store items and other materials.
 3. To handle, carry, pack, place and arrange items of store on shelves and to maintain them clean and in order.
 4. To handle fragile or perishable goods with great care to protect them from being damaged.
 5. To accompany lorries and help in case of breakdown.
 6. To collect and despatch store correspondence, as and when required.
 7. 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 Handy Worker in the roles ascribed to him.



CERTIFIED CORRECT

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for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

30 January 2012

Date.....