

GOVERNMENT OF MAURITIUS

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS, 1967

Department: Permanent Arbitration Tribunal

Post Senior Shorthand Writer

Salary: Rs 12,170 x 400 - 12,970 x 500 - 15,470 x 600 - 16,070 (GSS 6)

Effective Date: 16 March 2001

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Shorthand Writer reckoning at least two years' service in a substantive capacity in the grade.

Duties:

1. To allocate, control and supervise the work of Shorthand Writers of the Permanent Arbitration Tribunal.
2. To take down and transcribe shorthand notes of sittings of the Permanent Arbitration Tribunal and the Civil Service Arbitration Tribunal.
3. To assist the Chief Court Officer in dealing with confidential files.
4. To perform such cognate duties as may be assigned.



CERTIFIED CORRECT

M. O.

for Secretary for Public Service Affairs

16 MAR 2001

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