

GOVERNMENT OF MAURITIUS

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

- Department:** The Judiciary
- Post:** Handy Worker
- Salary:** Rs 10,950 x 250 – 11,450 x 260 – 14,050 x 275 – 15,150 x 300 – 15,750 x 325 – 17,700 x 375 – 18,450 (24 015 041)
- Effective Date:** 19 December 2016
- Qualifications:** By selection from among employees on the permanent and pensionable establishment of The Judiciary who possess the Certificate of Primary Education.

NOTE

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

- Duties:**
 1. To clean, among others, offices, stores, drains, gutters and maintain the physical environment at a good standard.
 2. To load, unload and move stores items, furniture, equipment and other materials.
 3. To attend to visitors.
 4. To collect keys and deposit same from/to Police Station/Police Post.
 5. To destroy and dispose of waste materials.
 6. To accompany officers in government vehicles, as and when required.
 7. To open and close gate, and control entry traffic, as and when required.
 8. To keep a register for recording the date, number of vehicles/persons entering the premises, purpose of visit, time of entry and exit.
 9. To clean electrical appliances.
 10. To perform simple gardening duties, as and when required.
 11. 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

19 December 2016

Date.....