

GOVERNMENT OF MAURITIUS

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 16 OF THE
DISCIPLINED FORCES SERVICE COMMISSION REGULATIONS**

- Department:** Mauritius Prison Service
- Post:** Principal Prisons Officer (Industries)
- Salary:** Rs 23,200 x 775 – 32,500 x 925 – 37,125 (17 051 068)
- Effective Date:** 11 October 2018
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Prisons Officer/Senior Prisons Officer who reckon at least 10 years' service in a substantive capacity in the grade and who –
- (a) reckon at least three years' experience in any of the trades listed under (b); and
 - (b) possess the National Trade Certificate Level 3 or the National Certificate Level 3 in any of the following trades, awarded by the Mauritius Institute of Training and Development (MITD) or an equivalent qualification acceptable to the Disciplined Forces Service Commission –
 - (i) Welding and Metal Fabrication/Maintenance Fitting, Mechanical Engineering and Craft Practice.
 - (ii) Tailoring and Garment Making/Laundry.
 - (iii) Wood Trades and Cabinet Making.
 - (iv) Livestock Rearing and Vegetable Production.
 - (v) Shoemaking/Upholsterer and Leathercraft.
 - (vi) Automotive Mechanics/Panel Beater, Painting and Body Repair/Automotive Electrician/Tractor and Heavy Vehicle Mechanic.
 - (vii) Fibercraft and Handicraft/Basketry/Printing and Book Binding.
 - (viii) Food Production/Bakery/Pastry.

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D. Gowry (Mrs)
for Secretary for Public Service

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NOTE

In the absence of qualified candidates in any of the trades specified at (b) (v) and (b) (vii) above, consideration will be given to Prisons Officer/Senior Prisons Officer who reckon at least 10 years' service in a substantive capacity in the grade and who –

- (a) reckon at least five years' experience in any of the trades listed under (b) (v) and b (vii); and
- (b) possess the National Certificate Level 2 in any of the following trades, awarded by the Mauritius Institute of Training and Development (MITD) or an equivalent qualification acceptable to the Disciplined Forces Service Commission –
 - (i) Shoemaking/Upholsterer and Leathercraft; and
 - (ii) Fibercraft and Handicraft/Basketry/Printing and Book Binding.

Duties:

- 1. To assist the Assistant Superintendent of Prisons (Industries) in the relevant trade.
- 2. To be responsible for –
 - (i) the efficient and effective delivery of work in the relevant trade;
 - (ii) the monitoring, control and supervision of work of subordinates and detainees;
 - (iii) the maintenance and safekeeping of tools and equipment used in the relevant trade;
 - (iv) the training of detainees in the relevant trade;
 - (v) the maintenance, repairs and installation works; and

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- (vi) the indenting of materials and maintenance of records of the works carried out with proper check measurement and inventory of materials issued for the works.
3. To ensure that Health and Safety measures and Human Rights are observed on sites of work.
 4. To perform such other duties as laid down in the Reform Institutions Act, Prisons Regulations, legislations in force, Standing Orders and such other orders and instructions that may be issued from time to time by the Commissioner of Prisons with a view to ensuring that appropriate orders, directives and guidance are given, as and when required, for the smooth running of the Mauritius Prison Service.
 5. To use ICT in the performance of his duties.
 6. 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 Principal Prisons Officer (Industries) in the roles ascribed to him.



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