

GOVERNMENT OF MAURITIUS

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

Ministry: Public Infrastructure, National Development Unit, Land Transport and Shipping (Land Transport and Shipping Division)

Post: Assistant Superintendent of Shipping

Salary: Rs 19,600 x 600 – 23,200 x 800 – 28,000 x 1,000 – 30,000 x 1,250 – 40,000 (13 45 67)

Effective Date: 18 October 2010

- Qualifications:**
- A. A Cambridge Higher School Certificate or Passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level”.
 - B. A Degree in Law from a recognised institution.

OR

Equivalent qualifications to A and B above acceptable to the Public Service Commission.

C. Candidates should be computer literate.

Note

Qualification at A above should have been obtained prior to qualification at B above. However, candidates who, as at 30 June 2003, did not possess the qualification at A above, will also be considered provided they hold –

- (a) a Cambridge School Certificate or passes obtained on one certificate at the General Certificate of Education “Ordinary Level” either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject or an equivalent qualification acceptable to the Public Service Commission; and
- (b) a Master’s Degree or a postgraduate diploma from a recognised institution in the field at B above or an equivalent qualification acceptable to the Public Service Commission.

Qualification at (a) under ‘Note’ should have been obtained prior to qualification at B above and at (b) under ‘Note’.

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CERTIFIED CORRECT

Alecassip

for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

Date.....18 OCT 2010.....

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Candidates should produce written evidence of knowledge claimed.

Duties:

1. To assist the Superintendent of Shipping in the performance of his duties and to be responsible, in particular, for the following –
 - (i) supervising staff under his responsibility;
 - (ii) engaging and discharging seamen;
 - (iii) issuing and keeping a record of continuous discharge books issued to seamen;
 - (iv) investigating and preparing all documents in cases of disputes relating to wages or discharge of seamen;
 - (v) verifying the safe manning Certificate of Ships;
 - (vi) advising seamen on their conditions of employment and looking after their general welfare;
 - (vii) receiving and examining logbooks submitted by Masters of Mauritius Flag Ships;
 - (viii) approving Contract of Apprentices; and
 - (ix) issuing Port Clearances.
2. To use ICT in the performance of his duties.
3. 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 Assistant Superintendent of Shipping in the roles ascribed to him.



CERTIFIED CORRECT

Atkinson

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

18 OCT 2010

Date.....