

GOVERNMENT OF MAURITIUS

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

**Ministry:** Public Infrastructure, Land Transport and Shipping  
(Land Transport and Shipping Division - Mauritius Maritime Training Academy)

**Post:** School Caretaker

**Salary:** Rs.8,000 x 200 – 10,200 x 250 – 11,700 x 300 – 12,600 (24 10 30)

**Effective Date:** 12 April 2010

**Qualifications:** By selection from among employees on the permanent and pensionable establishment of the Ministry who -

- (i) possess the Certificate of Primary Education;
- (ii) show proof of having sat for the Cambridge School Certificate Examination or the General Certificate of Education “Ordinary Level” Examination in at least five subjects at one sitting or an examination of equivalent standard acceptable to the Public Service Commission; and
- (iii) reckon at least three years’ service in a substantive capacity in their respective grades.

- Duties:**
1. To open and close the school.
  2. To clean the offices, classrooms, staffroom, messroom, workshops and empty the dustbins.
  3. To assist in the preparation of lecture rooms, and in the setting up and taking down of additional equipment as directed.
  4. To despatch and collect mail.
  5. To collect petty stores from the suppliers.
  6. To hoist and haul down the Mauritian Flag.
  7. To perform gatekeeping duties.
  8. 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 School Caretaker in the roles ascribed to him.



**CERTIFIED CORRECT**

*Alexander*

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

Date..... **12 APR 2010** .....