

GOVERNMENT OF MAURITIUS

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

Organisation: Rodrigues Regional Assembly (Public Infrastructure)

Post: Senior Engineer (Civil)

Salary: Rs 30,000 x 1,250 – 45,000 (26 59 71)

Effective Date: 22 August 2012

Qualifications: By promotion, on the basis of experience and merit, of an officer in the grade of Engineer (Civil) who reckons at least four years' service in a substantive capacity and who –

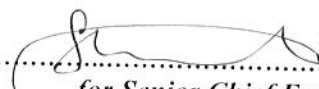
- (i) is well versed in civil and highway engineering and in the design and supervision of buildings;
- (ii) is conversant with management of contracts;
- (iii) is able to prepare and evaluate bidding documents; and
- (iv) possesses organising and supervisory skills.

Role and Responsibilities: To assist the Officer-in-Charge, Public Infrastructure in the management and the day-to-day administration of the Public Infrastructure Division in line with approved policies.

- Duties:**
1. To be responsible for –
 - (a) the management of the various sections of the Public Infrastructure Division; and
 - (b) designing, executing and supervising building, civil and highway engineering projects, including complex projects.
 2. To co-ordinate the works of consultants on projects and to review their reports.
 3. To guide, supervise and co-ordinate the work of the team under his responsibility.

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 for Senior Chief Executive
 Ministry of Civil Service and
 Administrative Reforms

Date... 22 AUG 2012



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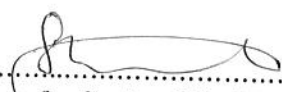
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PUBLIC SERVICE COMMISSION REGULATIONS**

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4. To prepare and submit monthly progress reports.
5. To ensure that the provisions of appropriate legislations are enforced.
6. To assist in the preparation of budget relevant to the Division in line with the Programme-Based Budgeting.
7. To participate in the preparation and evaluation of bids.
8. To participate in meetings and committees, as and when required.
9. To provide guidance and training to subordinate staff.
10. To use ICT in the performance of his duties.
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 Senior Engineer (Civil) in the roles ascribed to him.



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