


GOVERNMENT OF MAURITIUS

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

- Department:** Valuation Department
- Post:** Deputy Director, Valuation Department
- Salary:** Rs 62,950 x 1,850 – 68,500 x 1,950 – 74,350 x 2,825 – 80,000 x 3,000 – 86,000  
(26 085 095)
- Effective Date:** 21 May 2020
- Qualifications:**
- A. By selection from among officers in the grade of –
- (i) Lead Government Valuer; and
- (ii) Senior Government Valuer who reckon at least three years' service in a substantive capacity in the grade.
- B. Candidates should –
- (i) possess strong leadership, managerial and team building skills;
- (ii) possess excellent interpersonal and communication skills;
- (iii) be fully conversant with all legislations relating to valuation and latest trends in valuation and related matters; and
- (iv) have the ability to meet tight deadlines.
- Role and Responsibilities:** To assist the Director, Valuation Department in the efficient and effective provision of professional valuation services relating to real estate at the national level in line with the goals and objectives of the Department.
- Duties:**
1. To deputise for the Director, Valuation Department, as and when required and to assist him in the management of the Valuation Department.
  2. To coordinate and manage the work of the professional and technical sections in achieving the desired results.
  3. To provide guidance, coaching and mentoring to subordinate staff.
  4. To be responsible for internal audit and investigation in valuation matters.

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CERTIFIED CORRECT

  
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D. Gowry (Mrs)  
for Secretary for Public Service

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5. To carry out valuation, in line with International Valuation Standards, on behalf of and under the direction of the Director, Valuation Department, of all types of immovable properties for all purposes, including –
  - (i) valuation for rating under the Local Government Act 2011, as subsequently amended, and revenue purposes;
  - (ii) valuation for acquisition or disposal of property by Central and Local Government by way of purchase, sale, lease or exchange;
  - (iii) assessment of rent for all properties involving Government interests; and
  - (iv) advice to the Attorney-General's Office on value of property proposed for sale and when minor's interests are involved.
6. To keep the Director, Valuation Department informed of current market trends.
7. To keep abreast with new trends and developments in Valuation and Real Estate Management.
8. To be responsible for the preparation and updating of "Chapters of Instructions".
9. To appear as expert witness before –
  - (i) the Boards of Assessment constituted under the Land Acquisition Act 1973, as subsequently amended, in all matters under dispute;
  - (ii) the Valuation Tribunal constituted under the Local Government Act 2011, as subsequently amended;
  - (iii) the Assessment Review Committee constituted under the Mauritius Revenue Authority Act; and
  - (iv) any other board, tribunal or committee set up or to be set up in relation to assessment and/or valuation purpose.

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10. To perform valuation duties in the Land Administration, Valuation and Information Management System (LAVIMS).
11. To ensure the safety of valuation data and records entrusted with.
12. To use ICT in the performance of his duties.
13. 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 Deputy Director, Valuation Department in the roles ascribed to him.

CERTIFIED CORRECT

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*D. Gowry*

D. Gowry (Mrs)  
*for Secretary for Public Service*

21 May 2020

Date.....

