

**Local Government Service Commission**

**Vacancy for the post of Tradesman's Assistant (Binder)**

**Municipal Town Council of Curepipe**

*(Details of this advertisement are also available at <http://lgsc.gov.mu>)*

Applications are invited from persons residing within the boundaries of the Municipal Town Council of Curepipe who wish to be considered for appointment as Tradesman's Assistant (Binder) in the said Municipal Council.

The permanent and pensionable post carries salary in the scale of Rs 7400 x 200 - 10,200x 250 -11,700 a month plus salary compensation at approved rates.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 7400 a month plus salary compensation at approved rates

**2. Qualification:**

*Candidates should reside within the boundaries of the Municipality of Curepipe and possess:*

*(a) the Certificate of Primary Education; and*

*(b) The National Trade Certificate (Level 3) awarded by the Mauritius Institute of Training and Development (formerly Industrial and Vocational Training Board) in the appropriate trade or an equivalent qualification from a recognized institution acceptable to the Local Government Service Commission.*

**3. Age Limit:**

Candidates should have reached their 18th birthday and, unless already in the Local Government Service/Public Service/Approved Service should not have reached their **48th** birthday by the closing date for the submission of applications.

**4. Duties:**

1. To work under the supervision of the Tradesman and assist him in the performance of his duties.
2. To be familiar with the tools of the trade and to use them to perform operations as appropriate, under the guidance of the Tradesman, so as to develop gradually the skills necessary for the trade;
3. To ensure, under the Tradesman's guidance that all tools, equipment and accessories used in the Trade are kept in good working order;

4. To carry out simple repair works and other operations as may be directed by the Tradesman.
5. To be able to read and work from dimensional plans, drawings and sketches.
6. To perform such other duties directly related to the main duties listed above or related to the delivery of output and results expected from incumbents in the roles ascribed to them according to their posting.

5. **Mode of Application**

- (i) Qualified candidates should submit their applications:

(a) **Either**

on LGSC Form 7 which may be obtained either from the office of the Local Government Service Commission, Louis Pasteur Street, Forest Side or from the **Municipal Town Council of Curepipe** .

(b) **Or**

online through the website of the LGSC at <http://lgsc.gov.mu> or through the Government Citizen Portal at <http://citizen.gov.mu>.

**Note 1:** Details of this advertisement as well as the application form (LGSC Form 7) are also available on the website of the LGSC at the following address: <http://lgsc.gov.mu>

**Note 2:** Prospective candidates wishing to submit their applications online may also call on weekdays either at the seat of the Local Government Service Commission from 13.00 hours to 15.00 hours or at any Local Authority during the prescribed hours where such facilities are offered free of charge.

**Note 3:** Candidates should enclose photocopies of their academic/professional qualifications and National Identity Card and where applicable, relevant documentary evidence of experience claimed.

**Note 4:** Acknowledgement of application will be made as far as possible by e-mail.

- (ii) Candidates already in service should submit their applications in duplicate, the original should be sent directly to the **Secretary** of the Local Government Service Commission and the duplicate one to their Responsible Officer, who will forward it to the Commission within a week after the closing date.

- (iii) Candidates are advised to read carefully the 'NOTES AND INSTRUCTIONS TO CANDIDATES' before filling in the application form.
- (iv) The envelope should be clearly marked on the top left-hand corner :-

**“Post of Tradesman’s Assistant (Binder) - Municipal Town Council of Curepipe”**

## **6. Closing Date**

Qualified candidates should submit their applications to the **Secretary**, Local Government Service Commission, Louis Pasteur Street, Forest Side so as to reach him **not later than 15 00 hours on Tuesday 21 February, 2012.**

### **IMPORTANT**

- (i) Applicants should state their personal residential address on their application form. Applications bearing the postal address of another person will neither be acknowledged or taken in consideration.
- (ii) Qualifications obtained after the closing date will not be accepted. Only qualified persons should apply.
- (iii) Incomplete, inadequate or inaccurate filling of the application form may cause the elimination of candidates from the competition.
- (iv) Applications not made on the prescribed form will be rejected.
- (v) Applications received after the closing date and time will not be accepted. The onus for the prompt submission of applications so that they reach the **Secretary** of the Commission in time lies solely on applicants.
- (vi) The Commission reserves the right not to make any appointment following this advertisement.

**Local Government Service Commission,  
Louis Pasteur Street,  
FOREST SIDE.**

**Date : 31 January 2012**