

Local Government Service Commission Circular Note No. 30 of 2011

Vacancy for post of Tradesman (Carpenter)

Grand Port/Savanne District Council

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

Applications are invited from among Tradesman's Assistants (Carpenter) of the Local Government Service who wish to be considered for appointment as Tradesman (Carpenter) in the Grand Port/Savanne District Council.

The permanent and pensionable post carries salary in the scale of Rs 8,800 x 200 – 10,200 x 250 – 11,700 x 300 – 13,800 x 400 – 15,000 a month plus salary compensation at approved rates.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 8,800 a month plus salary compensation at approved rates.

2. QUALIFICATIONS:

By selection from among Tradesman's Assistants in the Local Government Service possessing the trade test in carpentry or holding a certificate in carpentry from a recognised institution, acceptable to the Local Government Service Commission.

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

3. DUTIES:

1. To carry out the necessary measurements and calculations of the trade.
2. To use and keep in good condition the tools in general use in the trade.
3. To identify and have a general knowledge of the properties, uses and working characteristics of the more common timbers used in the trade.
4. To make simple mortise and tenon and mitre joints, plane and groove boards for paneling etc.

5. To make and finish boarded panels and floorings.
6. To make and fix skirtings and internal joinery generally.
7. To carry out simple repair work.
8. To work from dimensioned sketches and drawings.
9. To ensure good safety conditions while on duty.
10. Other duties directly related to the main duties listed above or related to the delivery of the output and results expected from incumbents in the roles ascribed to them according to their postings.

4. 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 any Local Authority.

(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 above mentioned address.

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 to 15 00 hours or at any Local Authority during the prescribed hours where such facilities are offered free of charge.

Note 3: Acknowledgement of application will be made as far as possible by email.

(ii) Candidates 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 (Carpenter), Grand Port/Savanne District Council"

5. 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 3.00 p.m on **13 May, 2011**.

IMPORTANT

- (i) Qualifications obtained after the closing date will not be accepted. Only qualified persons should apply.
- (ii) Incomplete, inadequate or inaccurate filling of the application form may cause the elimination of candidates from the competition.
- (iii) Applications not made on the prescribed form will be rejected.
- (iv) 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.
- (v) The Commission reserves the right: -
 - (i) not to make any appointment following this advertisement; and
 - (ii) to fill from this selection exercise any vacancies which might occur in other Local Authorities.

Local Government Service Commission
Louis Pasteur Street
FOREST SIDE

Date: 22 April, 2011