

**Local Government Service Commission**

**Vacancies for the post of Civil Engineer**

**in the Local Government Service**

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

Applications are invited from among qualified candidates who wish to be considered for appointment as Civil Engineer in the Local Government Service.

The permanent and pensionable post carries salary in the scale of Rs. 22 000 x 600 – 23 200 x 800 – 28 000 x 1000 – 30 000 x 1 250 – 40 000 a month plus salary compensation at approved rates.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 22 000 a month plus salary compensation at approved rates.

**2. Qualifications:**

Candidates should:

- (i) be registered as Professional Engineers (Civil Engineering) with the Council of Registered Professional Engineers of Mauritius under section 13 of Act No. 49 of 1965 as amended; and
- (ii) be computer literate and be able to operate engineering software packages.

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

**3. Age limit:**

Candidates should have reached their 18<sup>th</sup> birthday and unless already in the Local Government Service/Public Service/ Approved Service, should not have reached their 40<sup>th</sup> birthday by the closing date for the submission of applications.

**4. Roles and Responsibilities:**

To be responsible to the Chief Executive through the Head, Works Department of the Council for:

- (i) the supervision, monitoring and general management of all civil engineering works of the Local Authority;

- (ii) the overall management and administration of the Human Resources of the Works Department; and
- (iii) the preparation of bids/evaluation for all projects of the Council.

**5. Duties:**

1. To design, plan, organize, execute and supervise civil engineering works of the Council in respect to buildings, roads, housing, lighting, sanitation and drains etc.
2. To assist in the implementation of the Council's decision on engineering matters.
3. To prepare and submit technical reports to the Head, Works Department or the Chief Executive on the status of projects undertaken by the Local Authority and any other matter pertaining to the activities of the Works Department.
4. To assist the Head, Works department in the implementation and application of the relevant parts of :
  - (i) The Building Act;
  - (ii) The Road Act;
  - (iii) The Local Government Act;
  - (iv) The Town and Country Planning Act; and
  - (v) Business Facilitation Act.
5. To follow up and assess regularly the state of infrastructure falling under the responsibility of the Local Authority and to submit report accordingly.
6. To carry out assessment of buildings and projects prior to delivery of Building and Land Use Permit.
7. To check and report whether building projects for which permits have been issued by the Local Authority satisfy the specifications, norms and standards approved in the permit.
8. To monitor progress on projects and recommend corrective action as and when required and assist in the preparation of progress reports.

9. To represent the Council on Boards and Committees as and when required.
10. To vet design reports/calculations/structural drawings submitted by consultants.
11. To use ICT in the performance of his duties.
12. 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.

## 6. 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 Local Government Service Commission 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 Local Government Service Commission at the above mentioned address.

**Note 2:** Prospective candidates wishing to submit their applications on line 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:** Acknowledgement of application will be made as far as possible by email.

(ii) Candidates already in the Local Government 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 Civil Engineer - Local Government Service”**

**7. 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 hrs on **Wednesday 7 December, 2011.**

**IMPORTANT**

- (i) Qualifications obtained after the closing date will not be accepted. Only qualified persons should apply and submit proof of registration with the Council of Professional Engineers of Mauritius.
- (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 not to make any appointment on contract following this advertisement.

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

**Date: 17 November, 2011**