

**Vacancies for the post of Assistant Inspector of Works**  
**Local Government Service**

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

Applications are invited from qualified candidates who wish to be considered for appointment as Assistant Inspector of Works in the Local Government Service.

The permanent and pensionable post carries salary in the scale of Rs 10 000 x 200 – 10 200 x 250 – 11 700 x 300 – 13 800 x 400 – 15 000 x 500 – 16 000 x 600 – 21 400 a month plus salary compensation at approved rates.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 10 000 a month plus salary compensation at approved rates.

**2. 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.

**3. Qualifications :**

(A) Candidates should possess: -

(a) *A Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts obtained at not more than two sittings*

Or

(b) *Passes not below Grade C in at least five subjects including English Language, French and Mathematics or Principles of Accounts obtained at not more than two sittings at the General Certificate of Education 'Ordinary Level' Examinations provided that at one of the sittings, passes have been obtained either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject.*

Or

(c) *An equivalent qualification acceptable to the Local Government Service Commission.*

Note 1 : *Candidates not possessing a credit in English Language at the Cambridge School Certificate will also be considered provided they possess passes in at least two subjects at "Principal Level" and one subject at "Subsidiary Level" as well as the General Paper obtained on one certificate at the Cambridge Higher School Certificate Examinations.*

- (B) (i) *The Ordinary Technician Diploma in Building and Civil Engineering awarded by the City and Guilds of the London Institute;"*

Or

- (ii) *The Technician Diploma in Construction (Applied Route) or in Construction Industry awarded by the City and Guilds of London Institute.*

Or

*The Technician Diploma in Construction or in Construction Industry awarded by the City & Guilds of London Institute.*

Or

- (iii) *A "Brevet de Technician" Course in Civil Engineering or in Building Construction, awarded by the Lycee Polytechnique, Sir Guy Forget.*

Or

- (iv) *An equivalent qualification acceptable to the Local Government Service Commission*

Note 2: *Candidates should produce written evidence of any experience/knowledge claimed.*

#### **4. Duties**

1. To assist and be responsible to the Inspector of Works in the performance of his duties, and in particular to: -
  - (i) make the morning roll calls as well as informing junior staff of all the latest relevant information/instructions;
  - (ii) supervise junior staff on sites of work in the course of the day and submit a daily written report on their attendance as well as other occurrences/shortcomings;

- (iii) keep and update a tool's ledger, make requisitions and ensure the proper use of materials on sites of work and in the store at sub-section;
  - (iv) assist in properly estimating the quantity of materials in an operation;
  - (v) control and supervise construction works and repairs, carry out routine inspections within the Council's area in order to detect building, road and drain contraventions and report in writing on the state thereof;
  - (vi) attend and investigate into complaints from the public;
  - (vii) submit daily progress of work being carried out in writing;
2. To make use of ICT in the performance of his/her duties.
  3. To perform such other duties directly related to the main duties listed above or related to the delivery of output and results expected from Assistant Inspectors of Works 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 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 application online may also call during 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 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 Assistant Inspector of Works - Local Government Service"**

## **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 **3.00 p.m. on 24 June, 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 not to make any appointment following this advertisement.

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

**Date: 03 June, 2011**