

Local Government Service Commission Circular Note No. 4 of 2011

Vacancies for the post of Planning Inspector
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 Planning Inspector in the Local Government Service.

The permanent and pensionable post carries salary in the scale of Rs 14200 x 400 - 15, 000 x 500 - 16, 000 x 600 - 23, 200 x 800 - 28000 x 1000 - 29000 a month plus salary compensation at approved rates.

Appointment to the grade in a temporary capacity carries salary at the flat rate of Rs 14, 200 a month plus salary compensation at approved rates.

2. Qualifications:

By selection from among Planning Assistants of the Local Government Service reckoning at least two years' service in the grade and possessing a Diploma in Town and Country Planning or Urban Planning from a recognized institution or an equivalent qualification acceptable to the Local Government Service Commission.

NOTE:

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

3. Duties :

1. To be responsible to the Head, Planning Department to:
 - (a) ensure that applications for approval of building plans are in accordance with the established standards;
 - (b) carry out site inspections and report immediately on actions/follow up all cases where actions are required;
 - (c) keep a diary in which all in and out movements made by him are recorded;
 - (d) issue notices for infringement with the Town and Country Planning Act, Building Act, Morcellement Act and/or the Planning & Development Act;
 - (e) perform prosecution duties as and when required;
 - (f) assist in the preparation and updating of outline and detailed planning scheme in accordance with the Planning and Development Act;

- (g) report in writing on progress of work being carried out; and
 - (h) attend promptly and diligently into complaints from members of the Public.
2. To use ICT in the performance of his 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 incumbents in the roles ascribed to them according to their posting.

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, 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](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 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 e-mail.

- (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 Planning Inspector, Local Government Service ”

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 Thursday 9 February 2012.**

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: 19 January 2012