

Local Government Service Commission Circular Note No. 24 of 2009

Post of Tradesman's Assistant (Mason) Municipality of Beau Bassin/Rose Hill

Applications are invited from serving employees including part-timers of the Municipality of Beau Bassin/Rose Hill who wish to be considered for appointment as **Tradesman's Assistant (Mason)** in that Municipal Council.

The permanent and pensionable post carries salary in the scale of Rs 7400 x 200 - 10200 x 250 - 11700 a month plus salary compensation at approved rates.

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

2. Qualifications :

Candidates should possess the Certificate of Primary Education or an alternative qualification acceptable to the Local Government Service Commission and experience in the trade.

NOTE 1: Employees who have at least two years' experience in the trade but who do not possess the Certificate of Primary Education may also be considered provided they can show proof of being literate.

NOTE 2: Candidates should enclose photocopies of their National Identity Card and of their Certificate of Primary Education.

NOTE 3: Candidates should show proof of all experience claimed

3. Duties :

1. To work under the supervision of and assist the Tradesman;
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 perform other cognate duties.

4. **Mode of Application**

Qualified candidates should submit their applications :

(i) (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 Municipality of Beau Bassin/Rose Hill.

(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 willing to submit their applications online may also call at the office of the Local Government Service Commission, where online facilities are offered, free of charge from **13.00 hours to 15.00 hours on weekdays**.

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's Assistant (Mason), Municipality of Beau Bassin/Rose Hill"

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 **4.00 p.m on 06 October 2009**.

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 may 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 22 September 2009