

**Ministry of Public Infrastructure and Land Transport**  
**(Public Infrastructure Division)**

**Circular Note No. 5 of 2018**

**Vacancies for the Post of Driver (Mechanical Unit)**

Applications are invited from among Drivers on the permanent and pensionable establishment of the Ministry of Public Infrastructure and Land Transport (Public Infrastructure Division) who wish to be considered for appointment as Driver (Mechanical Unit).

**A QUALIFICATIONS**

By selection from among Drivers on the permanent and pensionable establishment of the Ministry who possess a Goods Vehicle Driving licence.

**NOTE**

Selected candidates will be required to obtain a Service Vehicle Driving Licence for heavy units.

**B DUTIES**

1. To drive and operate heavy units such as excavators, dredgers, bulldozers, tico-cranes, rollers, heavy tractors, heavy mechanical units, skid loaders, bell loaders.
2. To carry out simple maintenance tasks including:
  - (a) washing and cleaning of cabin (exterior and interior) and chassis; and
  - (b) checking of radiator, engine oil pump, brake and clutch, master cylinders, wheel nuts for wheel tightness, etc.
3. To effect minor repairs to the vehicles including changing of tyres.
4. To help, whenever required, the mechanics when the vehicle or engine is under repairs.
5. To report any defect to the responsible officer.
6. To keep a log book.

7. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from Drivers (Mechanical Unit) in the roles ascribed to them

**Note**

Drivers should abide by the provisions of the Financial Management Manual concerning responsibilities of a Driver for his vehicle.

**C SALARY**

The permanent and pensionable post carries salary in scale of Rs 14,875 x 275 - 15,150 x 300 - 15,750 x 325 - 17,700 x 375 - 19,575 x 475 - 21,950 x 625 - 23,200 x 775 - 25,525 a month plus salary compensation at approved rates. Appointment in a temporary capacity in the grade carries a flat salary of Rs 14,875 a month plus salary compensation at approved rates. However, employees drawing salary more than the initial salary for the post of Driver (Mechanical Unit) will retain the salary of their substantive post.

**D MODE OF APPLICATION**

- (a) Applicants should submit their applications in duplicate on the prescribed application form which may be obtained either, from their Head of Sections or on the website of the Ministry at **publicinfrastructure.govmu.org** as follows:
  - (i) the original (Section A) to be filled in by candidates and submitted directly to the Senior Chief Executive, Ministry of Public Infrastructure and Land Transport (Public Infrastructure Division), before the closing date for submission of applications; and
  - (ii) the duplicate through their respective Head of Sections who will forward it duly completed to the Senior Chief Executive, within a week after the closing date.
- (b) **Photocopies** of birth and educational certificates and the National Identity Card **should be** submitted along with applications but applicants should produce same in original if and when called upon to do so.
- (c) The envelope should be clearly marked on the top left-hand corner - **“Vacancies for the Post of Driver (Mechanical Unit)”**.

**E**     **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 not be accepted.**
- (iv)    Applications received **after** the closing date **will not be accepted.**
- (v)     Only the best qualified candidates will be called for interview.

**F**     **NOTE**

Head of Divisions/Sections should ensure that the contents of this Circular Note are brought to the attention of all eligible employees. In case of eligible employees who are on leave/overseas, Head of Divisions/Sections should ensure that copies of this Circular together with the application form, are despatched to these employees on the very day on which this Circular reaches their Divisions/Sections.

**G**     **CLOSING DATE OF APPLICATION**

Applications should reach the Senior Chief Executive, Ministry of Public Infrastructure and Land Transport (Public Infrastructure Division) **Human Resource Registry, Level 8, Moorgate House, Sir William Newton Street, Port Louis, not later than 3.30 p.m. on 21 March 2018.**

Date: 01 March 2018

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