



**MINISTRY OF AGRO-INDUSTRY, FOOD SECURITY, BLUE ECONOMY AND
FISHERIES (AGRO-INDUSTRY AND FOOD SECURITY DIVISION)**

CIRCULAR NOTE NO. 1 OF 2025

MAC/E/A/1/49 V14

From: Senior Chief Executive, Ministry of Agro-Industry, Food Security, Blue Economy and Fisheries (Ministry of Agro-Industry and Food Security Division)

To: Head of Divisions/Sections/Units

VACANCIES FOR THE POST OF TRADESMAN'S ASSISTANT

Applications are invited from among employees on the permanent and pensionable establishment who wish to be considered for appointment as **Tradesman's Assistant** in the Ministry, in the following trades:-

- (i) **Motor Mechanic**
- (ii) **Automobile Electrician**
- (iii) **Welder**
- (iv) **Plumber and Pipe Fitter**
- (v) **Mason**
- (vi) **Painter**
- (vii) **Carpenter**

2. QUALIFICATIONS

By selection from among serving employees on the permanent and pensionable establishment of the Ministry who -

- (a) possess the Certificate of Primary Education; and
- (b) have knowledge of the appropriate trade.

Note:

Tradesman's Assistant will be required to pass the appropriate trade test to be eligible for appointment as Tradesman in the relevant trade.

3. DUTIES

- (i) To work under the supervision of a Tradesman and to assist the latter.
- (ii) To be familiar with the tools of the trade and to use them to perform operations, as appropriate and under guidance, so as to develop gradually the skills necessary for the trade.

- (iii) To ensure under the tradesman guidance, that all tools, equipment and accessories used in the trade are kept in good working condition.
- (iv) To carry out simple repair works and other operations as may be directed by the tradesman.
- (v) To use tools and equipment within safe workshop practices.
- (vi) 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 the Tradesman's Assistant in the roles ascribed to him.

4. **SALARY**

The permanent and pensionable post carries salary in scale Rs 13975 x 250 – 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 – 22625

Appointment in a temporary capacity in the grade carries a flat salary of Rs 13925 a month.

The selected candidates, will, in the first instance, be appointed in a temporary capacity for a period of six months. At the end of the temporary period, on their being favourably reported upon, consideration will be given for their appointment in a substantive capacity.

5. **MODE OF APPLICATION AND CLOSING DATE**

(a) Qualified candidates should submit their applications in duplicate on the attached pro-forma as follows:

- (i) Section A of the **original** to be filled in by candidates and submitted directly to the Senior Chief Executive, Ministry of Agro-Industry, Food Security, Blue Economy and Fisheries (Agro-Industry and Food Security Division) Human Resource Section, 5th Floor, Dentamax House, Dumas Street, Port Louis, not later than **27 October 2025 at 3.00 p.m;** and
- (ii) the **duplicate** through their respective Head of Division/Section/Unit 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 and applicants should produce the originals as and when called upon to do so.
- (c) The envelope should be clearly marked on the top left-hand corner – **“Post of Tradesman's Assistant, Ministry of Agro-Industry, Food Security, Blue Economy and Fisheries (Agro-Industry and Food Security Division)”**.

6. **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. It is an offence to give information which is false or to conceal any relevant information. This may lead to an application being rejected or, if a candidate has already been appointed, to the termination of his appointment.
- (iii) Applications not made on the prescribed form **will not be accepted**.
- (iv) Only the best qualified candidates will be called for interview.
- (v) The Ministry reserves the right not to make any appointment following this advertisement.

Date: 07 October 2025

**Ministry of Agro-Industry, Food
Security, Blue Economy and
Fisheries (Agro-Industry and
Food Security Division)
5th Floor, Dentamax House
Dumas Street
Port Louis**