



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

CIRCULAR NOTE NO. 7 OF 2026

MAC/E/A/1/21/3 V3

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

To: Heads of Divisions/Sections

VACANCIES FOR THE POST OF DRIVER (MECHANICAL UNIT)

Applications are invited from employees on the permanent and pensionable establishment of this Ministry, who wish to be considered for appointment as **Driver (Mechanical Unit)** in this Ministry.

2. QUALIFICATIONS

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

- (i) possess a Goods Vehicle Driving Licence (manual gear) and a Licence to drive Dumpers or Tractors or Track Tractors;
- (ii) have a basic knowledge of mechanics and simple vehicle maintenance; and
- (iii) have good eyesight.

NOTE

Selected candidates will be required to -

- (i) undergo a medical test to be carried out by the Ministry of Health and Wellness to assess their eyesight; and
- (ii) obtain a Special Service Driving Licence for Goods Vehicle (manual gear) and for Dumpers or Tractors or Track Tractors.

3. DUTIES

1. To drive and operate heavy units including dredgers, bulldozers, excavators, tico-cranes, rollers, heavy tractors, track tractors, dumpers, skid loaders, bell loaders elevators or any other heavy mechanical units.

2. To carry out simple checks/maintenance tasks, including: -
 - (a) checking of radiator or overflow tank for water level and filling up with water, if necessary;
 - (b) checking of engine oil-level and topping up, if necessary, and reporting any unusual oil consumption;
 - (c) checking of fluid levels of brake master cylinder and clutch master cylinder and topping up, if necessary;
 - (d) checking wheel nuts for wheel tightness and checking of all wheels including spare wheel for the tyre pressure and uneven/abnormal wear;
 - (e) monitoring mileage run/period vehicle is used, and informing the officer-in-charge of transport when servicing is due;
 - (f) washing and cleaning the vehicle's body and interior;
 - (g) ensuring that the interior of the vehicle is kept clean at all times and free of dust;
 - (h) checking of battery electrolyte level and topping up, as and when necessary; and
 - (i) checking of all lights, horn, wipers, brake and clutch to ensure that they are in good working condition.
3. To report any defect observed to the officer-in-charge of transport and take vehicle to workshop for repair/servicing as instructed by the latter.
4. To attend to minor repairs such as cleaning of spark plugs, replacing of fuse or bulb, changing of tyres and making arrangements for mending of punctures in the event of breakdown on the road.
5. To help, as and when required, the mechanic when the vehicle under his charge breaks down on the road and has to be towed or repaired on the spot.
6. To keep a log book and record issue of fuel, all movements, tyres and battery changes.
7. To fulfill necessary procedures in case of road accident.
8. 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 Driver (Mechanical Unit) in the roles ascribed to him.

Note

1. Drivers (Mechanical Unit) may be required to work outside normal working hours, including Saturdays, Sundays and Public Holidays.
2. Drivers (Mechanical Unit) should abide by the provisions of the Financial Management Kit concerning responsibilities of a Driver for his vehicle.

4. SALARY

The permanent and pensionable post carries salary in the scale Rs 26645 x 300 – 26945 x 320 – 28865 x 350 – 30965 x 400 – 31765 x 425 – 33040 x 560 – 35840 x 725 – 37290 x 925 – 39140 x 970 - 41080 a month.

However, for the year 2026, selected candidates will draw the corresponding salary as specified at Row 3 of the Consolidated Master Conversion Table in the Annex to the Ministry of Public Service and Administrative Reforms Circular Letter No. 3 of 2026.

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 substantive appointment.

5. MODE OF APPLICATION

- (a) Qualified candidates should submit their applications in **duplicate** in the Application Form annexed to the Circular Note 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 **15 00 hours on the closing date**; and
 - (ii) the **duplicate** through their respective Head of Division/Section/Unit who will forward it duly completed and stating, where applicable, the periods during which the applicant has performed duties of Driver (Mechanical Unit), to the Human Resource Section, 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 Driver (Mechanical Unit), Ministry of Agro-Industry, Food Security, Blue Economy and Fisheries (Agro-Industry and Food Security Division)”**.

6. **CLOSING DATE**

Qualified candidates should submit their applications 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 **15 00 hours on Wednesday 29 April 2026**.

7. **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) Applications received **after** the closing date **will not be accepted**.
- (v) Only the best qualified candidates will be called for interview.
- (vi) The Ministry reserves the right not to make any appointment following this advertisement.

Date: 09 April 2026

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