

MINISTRY OF AGRO INDUSTRY AND FOOD SECURITY

CIRCULAR NOTE NO. 15 OF 2023

VACANCIES FOR THE POST OF SURVEY FIELD WORKER/SENIOR SURVEY FIELD WORKER

Applications are invited from qualified serving employees on the permanent and pensionable establishment who wish to be considered for appointment as Survey Field Worker/Senior Survey Field Worker in the Ministry of Agro-Industry and Food Security.

II QUALIFICATIONS

- A. By selection from among serving employees on the permanent and pensionable establishment who show proof of having sat for the Cambridge School Certificate Examination or the General Certificate of Education “Ordinary Level” Examination in at least five subjects at one sitting or an examination of equivalent standard acceptable to the Public Service Commission.
- B. Candidates should:-
- (i) have a good health and the ability to climb on mountain tops;
 - (ii) have good eyesight;
 - (iii) be familiar with the use of ranging rod, prism and levelling rod; and
 - (iv) possess good knowledge of the use and care of tools in general use in the trade.

NOTE 1

The onus for the submission of equivalence of qualifications (if applicable) from the relevant authorities (Higher Education Commission or Mauritius Qualifications Authority) rests on the candidates. Applications will not be considered in case of non-submission of Equivalence Certificate by the closing date.

NOTE 2

Selected candidates will be required to undergo a medical test, to be carried out by the Ministry of Health and Wellness, to assess their eyesight and overall physical fitness.

III DUTIES

- 1 To read tapes, steel bands and to level boundary stones.
- 2 To pole out and measure the main survey lines in difficult terrain with precision under the supervision of the Head Survey Field Worker.
- 3 To ensure the proper fixing of boundary stones, bench marks and other reference points.
- 4 To perform correct staff-holdings.
- 5 To assist Surveyors in:
 - (a) centering tripods over station and selecting the positions of the main survey lines when engaged on minor surveys; and
 - (b) preparing the ground and selecting the spots where the levels must be taken to enable the preparations of sections and spot level plans.
- 6 To carry out enquiries with a view to finding out the places of abode of owners of land.
- 7 To keep a watch on survey equipment during survey operations.
- 8 To handle survey equipment accessories during Land/Hydrographic surveys.
- 9 To collect street addresses, public buildings names and other relevant data for updating mapping streets.
- 10 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 Survey Field Worker/Senior Survey Field Worker in the roles ascribed to him.

IV SALARY

The permanent and pensionable post carries salary, in the scale of Rs 14,475 x 250 – 15,225 x 260 – 17,825x 275 – 18,925 x 300 – 19,525 x 325 – 21,475 x 375 – 22,225 x 400 – 23,425 x 525 – 26,050 x 675 – 27,400 a month.

Appointment in a temporary capacity in the grade carries a flat salary of Rs 14,475 a month. However, employees drawing salary more than initial salary of the post of Survey Field Worker/Senior Survey Field Worker will retain the salary of their substantive post.

V MODE OF APPLICATION AND CLOSING DATE

- (a) Qualified candidates should submit their application in **duplicate** on the enclosed prescribed Application Form as follows:
- (i) Part A of the **original** to be filled in by candidates and submitted directly to the Senior Chief Executive, Ministry of Agro-Industry and Food Security, Human Resource Division, 5th Floor, Dentamax House, Dumas Street, Port Louis, **not later than 15.00 hrs on Monday 08 January 2024.**
 - (ii) Candidates **not** within the Ministry of Agro-Industry and Food Security should submit the duplicate application form through their respective Supervising/Responsible Officer of Ministries/Departments where posted, who will forward the duly completed form to the Senior Chief Executive, Ministry of Agro-Industry and Food Security **within a week after the closing date**; and
 - (iii) Candidates within the Ministry of Agro-Industry and Food Security should submit the duplicate application form through their respective Head of Divisions/Sections/Units who will forward it, duly filled to the Human Resource Section, 5th Floor, Dentamax House, Dumas Street, Port Louis **within a week after the closing date.**
- (b) Photocopies of birth 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 – **“Post of Survey Field Worker/Senior Survey Field Worker, Ministry of Agro-Industry and Food Security” on the top left corner.**

VI IMPORTANT

- (i) Qualifications obtained **after** the closing date **will not be accepted.** Only qualified persons should apply. The onus for the prompt submission of applications so that they reach the Senior Chief Executive, Ministry of Agro-Industry and Food Security in time, lies solely on applicants.
- (ii) Incomplete, inadequate or inaccurate filling of the application form may cause a candidate’s elimination. 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**; and
- (iv) Applications received **after** the closing date **will not be accepted.**
- (v) Only the best qualified candidates will be called for an interview.

- (vi) The Ministry reserves the right not to make any appointment following this advertisement.

Date: 19 December 2023

**Ministry of Agro-Industry
and Food Security
5th Floor, Dentamax House
Dumas Street
Port Louis**