

Attachment to memorandum dated 23 March 2016 of file E/153/1/35 V2

SCHEME OF SERVICE

Organisation: Université des Mascareignes
Post: Technical Assistant
Salary: Rs 14875 x 275 – 15150 x 300 – 15750 x 325 – 17700 x 375 – 19575 x 475
– 21950 x 625 – 23200 x 775 – 30950

- Qualifications:
- A. Cambridge School Certificate with at least a pass in English Language and Mathematics or Passes obtained on one certificate at the General Certificate of Education "Ordinary Level" either (i) in five subjects including English Language and Mathematics with at least Grade C in any two subjects or (ii) in six subjects including English Language and Mathematics with at least Grade C in any one subject or an equivalent qualification acceptable to the Board.
- B. The "Brevet de Technicien" awarded jointly by the Mauritius Examination Syndicate and the Lycée Polytechnique Sir Guy Forget in one of the following fields:
- (i) 'Mécanique Automobile'
 - (ii) 'Fabrication Mécanique'
 - (iii) 'Electrotechnique'
 - (iv) 'Electronique'
 - (v) 'Batiment'

OR

Equivalent qualifications to A and B above acceptable to the Board.

Qualification at A above should have been obtained prior to qualification at B above.

- C. Candidates should –
- (i) possess good organising, interpersonal and communication skills;
 - (ii) have the ability to work under pressure and in a team; and
 - (iii) be computer literate.

Candidates should produce written evidence of knowledge claimed.

NOTE

For the first intake, by appointment of the Technical Assistants on the permanent and pensionable establishment of the former Institut Supérieur de Technologie in line with Section 38 (4) of the Université des Mascareignes Act 2012.

Duties:

1. To be responsible for all tools and equipment in the specific field.
2. To attend to the proper installation and functioning of equipment.



3. To provide for the regular maintenance of electrical and electronic equipment.
4. To undertake the servicing, maintenance and repairs of equipment and machines.
5. To liaise with external repair and maintenance agencies, as and when required.
6. To supervise the work undertaken by external repair and maintenance agencies.
7. To keep a proper record of tools, equipment, furniture, materials and consumables.
8. To ensure the proper implementation of security measures.
9. To provide assistance for practical works.
10. To use ICT in the performance of his duties.
11. 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 Technical Assistant in the roles ascribed to him.

