



METRO EXPRESS LIMITED

Vacancy – Post of Park & Leisure Officer

The **Metro Express Limited (MEL)** is a registered Mauritian Company wholly owned by the Government of Mauritius and the Company is responsible for the developing, financing, constructing, operating and managing the Metro Express Light Rail System in Mauritius.

We are looking for a creative and passionate **Park & Leisure Officer** who will be responsible for all facets of park operations and enjoys the outdoor and working with people. We are looking for enthusiastic, dedicated and hard-working individuals to join our incredible team. If you can confidently demonstrate that you meet the criteria we are looking for, please send us your application.

A. Qualifications

Candidates shall have the following attributes:

- a) Possess a relevant degree in hospitality or natural resources management or landscape/forestry or other similar field from a recognised university, or an equivalent qualification acceptable to the Board of MEL.
- b) A minimum of 3 years' post qualification working experience with proven experience in commercial/hospitality/events/park management;
- c) Experience in working in a commercial/theme park management, hub environment or marketing environment is desirable.
- d) Excellent interpersonal skills, an inquisitive mind, and the ability to work effectively in a matrix organisation with multiple functions, customer-oriented, together with a positive attitude and strong work ethic with high integrity required.
- e) Ability to be hands-on and detail oriented, work as part of a team and willingness to be very hands-on in the performance of a variety of assigned tasks.
- f) Ability to deal courteously and tactfully with the public.
- g) Flexibility to work during weekends and infrequently – evenings as needed for special events.

B. Duties

The incumbent shall be in-charge of the following:

1. Assist and provide information to all visitors by maintaining timely posting of bulletins and information materials regarding the use of park;
2. Identify and propose commercial activities to ensure positive revenue and sustainability of the park;
3. Promote the use of parks and open spaces, and develop activities to improve public usage;
4. Monitor park facilities including buildings, play and sport equipment, and pathways;
5. Inspect grounds and facilities for hazardous conditions and correct or barricade the hazards, and report the need for repair accordingly;
6. Ensure park maintenance work is carried out to the highest standard, timely and on budget;

7. Work together with grounds maintenance staff, landscape architects, and contractors to regenerate and develop horticultural features, such as plant beds and park facilities;
8. Consult with park users and other members of the local community regarding their use of parks and open spaces and to establish their future needs;
9. Oversee visitors and ensure safety and security, including health and safety management;
10. Ensure protection of natural resources and preservation of green landscaping. Assist in implementing station recycling plans and waste management plans and confirm compliance by cleaning contractor and other teams. Working with the Ebene Park team, issue contravention notices if required and follow up;
11. Enforce Ebene Park policies, procedures, and regulation as they affect the public and assigned personnel; focusing on safety standards;
12. Investigate and act upon requests, suggestions, and complaints concerning parks and recreation services;
13. Maintain inventory and stock/replace areas supplies and equipment as needed;
14. Prepare proposals and track information to complete daily as well as weekly reports;
15. To perform such other duties related to the main duties listed above or related to the roles ascribed to him.

C. Pay Package

Salary is negotiable based on qualifications and experience.

D. Mode of Application

1. Application can be made either online or via post.
 - i) Application Form can be downloaded from MEL website:
<https://www.mauritiusmetroexpress.mu/job-vacancies/>
Application Form together with scanned copies of academic qualifications to be emailed to career@metroexpressltd.org
 - ii) Alternatively, Application Form together with photocopies of academic qualifications should be addressed to the Human Resource Manager, Metro Express Limited, Level 3, SICOM Tower, Wall Street, Ebene 72201.
 - iii) Please ensure that the envelope or the title of the email should be clearly marked "**Park & Leisure Officer**".
2. Closing date is **not later than Monday, 26 April 2021**.
3. Application received after the closing date and any incomplete application without duly filled/signed Application Form will not be considered.

MEL reserves the right not to fill any vacancy following this advertisement and to call for interview only the best qualified candidates.