

POSITION DESCRIPTION



TRADESMAN/HANDYMAN FOR EBENE RECREATIONAL PARK

Position No.	MEL004-2024
Vacancy Type	Internal & External
Classification	PSI 11
Salary	17,700 x 400 – 18,200 x 500 – 22,700 x 600 – 26,300
Employment Type	Permanent Position
How to Apply	<p>Online applications are preferred. For online application and downloading Application Form, please visit: https://www.mauritiusmetroexpress.mu/job-vacancies/</p> <p>Via email: Applications together with scanned copies of academic qualifications can also be emailed to: - career@metroexpressltd.org</p> <p>Via post: Applications together with scanned copies of academic qualifications can also be addressed to: - Human Resources Manager Metro Express Limited, Level 3, SICOM Tower, Wall Street, Ebene 72201</p> <p>The envelope or the title of the email should be clearly marked “Tradesman/Handyman for Ebene Recreational Park”.</p>
Position deadline	Friday, 19 April 2024 Application made without completed MEL Application Form and received after the closing date will not be considered.

Job Title:

Tradesman/Handyman for Ebene Recreational Park

Reporting Line:

Park and Leisure Manager

Department/Division:

Ebene Park

Location: Ebene

Qualifications:

- (i) Possess a Certificate of Primary Education; and
- (ii) The National Trade Certificate (Level 3) awarded by Mauritius Institute of Training and Development (formerly Institute of Vocational Training Board) in your field of expertise, or an equivalent qualification acceptable to the Board of MEL.

- (iii) Minimum of 4 years' post qualification in experience in trades such as carpenter, mason, plumber, painter, welder

Other Requirements:

- (i) Proven maintenance experience.
- (ii) Skilled in the use of hand and power tools.
- (iii) Ability to take apart machines, equipment, or devices to remove and replace defective parts.
- (iv) Eye for detail.
- (v) Good interpersonal and communication skills
- (vi) Ability to work in an independent and autonomous manner.
- (vii) Ability to contribute to the work quality environment.
- (viii) Strong time management skills.
- (ix) Ability to use common tools such as hammers, hoists, saws, drills, and wrenches.
- (x) Have basic knowledge of masonry, plumbing and electrical works.

Duties:

The incumbent shall be in-charge of the following:

- (i) To carry out necessary measurements and calculations of the trade in accordance with technical specifications.
- (ii) To follow all safety guidelines when using specific tools and equipment of the trade;
- (iii) To use and maintain in good condition, all tools, equipment, and accessories of the trade;
- (iv) To undertake all types of maintenance (preventive and corrective) work related to their trade;
- (v) To prepare estimates in regard to types and quantities of materials requires for specific trade;
- (vi) To advise on the use and purchase of materials, tools, and equipment, as may be required;
- (vii) To ensure that –
- (viii) All operations regarding the use of specific tools and equipment are carried out in compliance with safe practices;
- (ix) All works undertaken are of good quality and as per instructions; and
- (x) Tools and equipment are judiciously used and kept in good condition.
- (xi) Regular check community spaces to identify issues with litter, mechanical failure, or breakdowns;
- (xii) Maintain the cleanliness of outside spaces, such as parking lots, park premises and sidewalks;
- (xiii) Oversee the irrigation system and street light on the company premises;

- (xiv) Conducting routine inspections of premises and equipment;
- (xv) Overseeing contractors when professional repairs are necessary;
- (xvi) Diagnosing mechanical issues and correcting them; and

- (xvii) To perform such other duties related to the main duties listed above or related to the roles ascribed to him

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