MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 4 OF 2018

Vacancies for Post of Programme Manager, ITSU
Ministry of Technology, Communication and Innovation

Applications are invited from qualified candidates who wish to be considered for appointment as Programme Manager, ITSU in the Ministry of Technology, Communication and Innovation.

II. AGE LIMIT

Candidates, unless already in the Service, should not have reached their 40th birthday by the closing date for the submission of applications.

III. QUALIFICATIONS

Candidates should possess:

A. A Cambridge Higher School Certificate or Passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level”.

B. A degree in Computer Science or Computer Engineering or Information Systems or Information Technology or any degree, the major part of which should be Computer Science or Computer Engineering or Information Systems or Information Technology, from a recognised institution.

OR

Equivalent qualifications to A and B above acceptable to the Public Service Commission

C. At least four years’ postgraduate experience in the field of Information Technology (IT) with at least two years’ involvement in IT security issues.

D. Good communication skills and the potential to lead a team of IT personnel.

Note

Qualification at A above should have been obtained prior to qualification at B above. However, candidates who, as at 30 June 2003, did not possess the qualification at A above will also be considered provided they hold –

(a) a Cambridge School Certificate or passes obtained on one certificate at the General Certificate of Education “Ordinary Level” either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject or an equivalent qualification acceptable to the Public Service Commission; and
(b) a Master’s Degree or a postgraduate diploma from a recognised institution in one of the fields at B above or an equivalent qualification acceptable to the Public Service Commission.

Qualification at (a) under ‘Note’ should have been obtained prior to qualification at B above and at (b) under ‘Note’.

NOTE

1. Candidates should produce written evidence of experience claimed.

2. The onus for the submission of written evidence of experience claimed and equivalence of qualification (if applicable) from the relevant authorities (Tertiary Education Commission or Mauritius Qualifications Authority) rests on the candidates. Applications will not be considered in case of non-submission of written evidence of experience claimed and Equivalence Certificate, as appropriate, by the closing date.

3. The Commission reserves the right to convene only the best qualified candidates for interview.

IV. ROLE AND RESPONSIBILITIES

To advise on information/IT security issues and provide project management services for IT security activities to Ministries and Departments.

V. DUTIES AND SALARY

1. To develop and review IT security standards and practices for implementation in the Civil Service.

2. To assist Ministries/Departments in the implementation of IT security measures for existing and new computerised systems.

3. To conduct internal training sessions (seminars, workshops) with a view to disseminating information on IT security standards.

4. To carry out security audits of IT systems within the Civil Service and make recommendations thereon.

5. To liaise with external bodies in view of the implementation of Government policies and legislation related to IT security.

6. 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 Programme Managers, ITSU in the roles ascribed to them.

The permanent and pensionable post carries salary in scale Rs 42,325 x 1,525 – 49,950 x1,625 – 62,950 x 1,850 – 68,500 x 1,950 – 74,350 a month.
VI. **MODE OF APPLICATION**

1. Qualified candidates are advised to submit their application **electronically** at the following address:

   http://psc.govmu.org/English/Pages/PscHomepage.aspx

2. Candidates may also apply electronically at the Enquiry Counter of the Public Service Commission, 7, Louis Pasteur Street, Forest Side from 9.00 a.m. to 3.30 p.m. on weekdays and **not later than 3.00 p.m. on the closing date**.

3. Candidates are requested to follow the procedures that can be accessed through the “How to Apply” option on the above address.

4. Candidates already in the service should also submit a printed copy of their electronic Application Form, **duly signed**, through their respective Supervising Officer/Responsible Officer.

5. Acknowledgement of applications will be made by **e-mail**. Candidates are encouraged to submit their e-mail address.

6. For technical support, the Government Online Centre (GOC) may be contacted on the e-mail address: support@ncb.mu or on phone number 454 9955.

7. For any other query, the help desk of the Public Service Commission may be contacted on e-mail address pdsc@govmu.org or phone number 670 9705 or fax number 670 3417.

8. Candidates are also advised to read carefully the “NOTES AND INSTRUCTIONS FOR ONLINE APPLICATION (in response to Public Advertisement)” before filling in the Application Form. Care should be taken to fill in the on-line Application Form correctly. **Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the candidate.**

9. The Commission reiterates its request to candidates to submit their application electronically. However, qualified candidates not applying online may submit their application on **PSC Form 7** which may be obtained **either** from the Enquiry Counter of the Ministry of Civil Service and Administrative Reforms, Ground Floor, Emmanuel Anquetil Building, Port Louis **or** from the Enquiry Counter of the Public Service Commission, 7, Louis Pasteur Street, Forest Side **or** from the Chief Commissioner’s Office, Port Mathurin, Rodrigues **or** from the offices of the Mauritius High Commissions/Embassies overseas.
VII. **CLOSING DATE**

Application Form should reach the Secretary, Public Service Commission **not later than 3.00 p.m. on Tuesday 20 March 2018.**

Date: 28 February 2018