



3. **Mode of Application, Physical Measurement Test and Verification of Documents**

3.1 Qualified MALE and FEMALE candidates who wish to apply for appointment in any of the abovementioned grades, are requested **to call in person at the Police Band Headquarters (near VIPSU/SMF Complex &Coca Cola),Willoughby Road, Vacoas(except those domiciled in Rodrigues) from 08.45 to 11.30 hours and from 12.30 to 14.00 hours** according to the schedules detailed below **in order to register themselves as candidate and to fill in an application form after passing a height screening.**

Candidates may apply for all three posts or any of them and should indicate their order of preference in the space provided in the application form.

The birth and educational certificates of those who passed the screening test will be verified on the same day and they will undergo a physical measurement test (PMT) to ascertain whether they satisfy the physical requirements and BMI values, as prescribed.

*[Candidates who pass the PMT and satisfy the BMI values will be handed over a convocation letter for a physical aptitude test (PAT) before they leave].*

(a)Schedule for **MALE** candidates (Monday 20 August to Tuesday 04 September 2018) –  
Surnames starting with letter/s:-

<b>A</b>	<b>Monday 20 August 2018</b>
<b>B</b>	<b>Tuesday 21 August 2018</b>
<b>C</b>	<b>Wednesday 22 August 2018</b>
<b>D – F</b>	<b>Thursday 23 August 2018</b>
<b>G &amp; H</b>	<b>Friday 24 August 2018</b>
<b>I &amp; J</b>	<b>Monday 27 August 2018</b>
<b>K &amp; L</b>	<b>Tuesday 28 August 2018</b>
<b>M</b>	<b>Wednesday 29 August 2018</b>
<b>N – Q</b>	<b>Thursday 30 August 2018</b>
<b>R</b>	<b>Friday 31 August 2018</b>
<b>S</b>	<b>Monday 03 September 2018</b>
<b>T – Z</b>	<b>Tuesday 04 September 2018</b>

(b) Schedule for **FEMALE** candidates (Thursday 06 September to Monday 17 September 2018, except 14 September) –

Surnames starting with letter/s:-

<b>A &amp; B</b>	<b>Thursday 06 September 2018</b>
<b>C - F</b>	<b>Friday 07 September 2018</b>
<b>G - J</b>	<b>Monday 10 September 2018</b>
<b>K - M</b>	<b>Tuesday 11 September 2018</b>
<b>N - Q</b>	<b>Wednesday 12 September 2018</b>
<b>R &amp; S</b>	<b>Thursday 13 September 2018</b>
<b>T - Z</b>	<b>Monday 17 September 2018</b>

3.2 Candidates should bring along with them -

- (i) a recent passport size photograph together with the originals of their :
- (ii) National Identity Card;
- (iii) Birth Certificate and Marriage Certificate (where applicable);
- (iv) Cambridge SC/GCE (OL) [*plus HSC/GCE (AL) and higher qualifications, if any*]; and
- (v) Private Car Driving Licence (Manual Gear), applicable only for those applying for the post of Firefighter.

**Note:** 1. Candidates should wear sports shorts or training suits at the PMT when their weight measurement will be taken for the purpose of computation of the **Body Mass Index (BMI)**.

2. **Failure to produce originals of required documents may entail disqualification.**

3.3 Candidates who, for valid reasons, are unable to register themselves on the scheduled dates mentioned above, may do so on the following additional dates exceptionally:

- Male candidates** - **Wednesday, 05 September 2018**; and
- Female candidates** - **Tuesday, 18 September 2018.**

3.4 For candidates domiciled in **RODRIGUES**, the Commission will conduct a separate exercise **in Rodrigues**. They will be notified accordingly in a Press Communiqué in due course.

#### 4. **Selection Procedure, Conditions of Training, Duties and Salary**

4.1 Candidates will be required to undergo various tests and examinations, including measurements test, physical aptitude test/operational field test and medical examination and to attend an interview.

4.2 Candidates selected for any grade will be appointed in a temporary capacity in the first instance and will be required to undergo both theoretical and practical training including on-the-job training for a period of at least one year in all aspects of the work prescribed for the grade, as approved and arranged by the Responsible Officer. They will be required to undergo medical/psychological tests, including blood/urine tests for drug misuse, during their training period and, as and when required, to assess their fitness to serve in the Disciplined Forces. On satisfactory completion of the training and clearance of all tests and on being favourably reported upon, they will be considered for appointment to the grade, as appropriate, as and when vacancies occur.

#### 4.3 **Duties and Salary**

(a) Those appointed as **Temporary Police Constable /Temporary Woman Police Constable** will be responsible through their Supervising Officers for the –

- (i) proper discharge of duties as laid down under Sections 9(1), 9(2) and 9(3) of the Police Act;
- (ii) enforcement of all laws and regulations in force in the State of Mauritius;
- (iii) use of ICT in the performance of their duties; and

- (iv) performance of such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from Police Constables and Woman Police Constables in the roles ascribed to them.

- Note:**
1. Police Constables and Woman Police Constables are required to work on shift, covering a 24 hour service including Sundays, Public Holidays and officially declared cyclone days and during emergencies.
  2. Police Constables and Woman Police Constables are required to work for longer hours in cases of emergencies, raids, parades, drills, official functions and whenever their services are needed.
  3. Police Constables and Woman Police Constables may also be called upon to perform duties in mainland, Rodrigues and the Outer Islands of the Republic of Mauritius.

During their temporary appointment, the selected candidates will draw flat salary of Rs 16,075 a month plus compensation. The grade of Police Constable or Woman Police Constable carries salary in scale Rs 16,075 x 325 – 17,700 x 375 – 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 32,500 x 925 – 33,425 a month.

- (b) Those appointed as **Temporary Prisons Officer/Senior Prisons Officer and Temporary Woman Prisons Officer/Senior Woman Prisons Officer** will be required to -
- (i) perform general duties as laid down in the Reform Institutions Act, Prison Regulations, legislation in force, standing orders and such other orders as may be issued from time to time.
  - (ii) assist the Principal Prisons Officer/Principal Woman Prisons Officer, as and when required.
  - (iii) be in charge of a unit and to ensure that supervision as well as control of detainees are carried out effectively.
  - (iv) supervise and control detainees in residential blocks, workshops, association yards, sites of work, sentry points, public places during escorts and other areas where detainees are present besides effecting searches, as and when required.
  - (v) train detainees in various trades and get involved in the rehabilitation process so as to prepare them for their reintegration in society after release.
  - (vi) see that security norms, discipline and cleanliness are maintained at all times.
  - (vii) ensure that human, financial and material resources available are used efficiently, effectively and economically.
  - (viii) drive the Department's vehicles, as and when required – (applicable to male officers).
  - (ix) perform dog handling duties – (applicable to male officers).
  - (x) ICT in the performance of their duties.
  - (xi) perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from Prisons Officer/Senior Prisons Officers and Woman Prisons Officer/Senior Woman Prisons Officers in the roles ascribed to them.

**Note:**

1. Prisons Officer/Senior Prisons Officers and Woman Prisons Officer/Senior Woman Prisons Officers are required to work on shift, covering a 24 hour service including Sundays and Public Holidays, officially declared cyclone days and during emergencies.

2. Prisons Officer/Senior Prisons Officers and Woman Prisons Officer/Senior Woman Prisons Officers are required to work for longer hours in cases of emergencies, raids, parades, drills, official functions and whenever their services are needed.

Appointment in a temporary capacity carries salary at the flat rate of Rs 16,075 a month plus salary compensation at approved rates. The permanent and pensionable post carries salary in scale Rs 16,075 x 325 – 17,700 x 375 – 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 32,500 x 925 – 34,350 a month plus salary compensation at approved rates.

- (c) Those appointed as Temporary Firefighter will be responsible to the officer in charge of the Fire Station/Section/Unit/Crew as detailed below:-

- (i) to prevent, fight, control and extinguish fires;
- (ii) to protect persons, animals, property and the environment against fire or any other emergency;
- (iii) to respond promptly and safely to all emergency calls and requests for assistance in compliance with departmental and Road Traffic Regulations;
- (iv) to attend to Road Traffic accidents and effect extrication duties;
- (v) to carry out search and rescue operations;
- (vi) to attend to Hazardous Materials Incidents (Hazmat) incidents;
- (vii) to maintain and test all equipment and appliances in accordance with approved standards and procedures;
- (viii) to verify all firefighting and rescue vehicles to ensure that they are in a state of readiness;
- (ix) to undergo continuous training and learning programmes by attending lectures, exercises, simulated incidents, practice drill sessions and maintain a level of personal fitness necessary to carry out all duties of Firefighter;
- (x) to educate and inform the communities on fire safety and emergency preparedness;
- (xi) to clean and maintain station premises and yards;
- (xii) to undertake routine administrative tasks as required and to ensure all entries and records are correct and kept up-to-date;
- (xiii) to carry out fire safety inspection and enforcement of safety standards in line with Mauritius Fire and Rescue Service Fire code;
- (xiv) to perform watchroom/control room operator duties and keeping of Occurrence Book (OB); and
- (xv) to carry out daily testing of operational communications systems.
- (xvi) to use ICT in the performance of their duties.
- (xvii) 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 Firefighter in the roles ascribed to him.

### **NOTE A**

1. Firefighters will be required to work on a shift system covering a 24 hr service including Sundays and Public Holidays and officially declared cyclone days and during emergencies.
2. Firefighters are liable to be called upon to service any Fire Station/Section/Unit/Specialised Unit within the Mauritius Fire and Rescue Service and the Outer Islands.
3. Firefighters will be required to attend any training course for which they may be nominated.

### **NOTE B**

1. Firefighters will be required to obtain:
  - (i) a Goods Vehicle Driving Licence (manual gear); and
  - (ii) a Service Driving Licence (manual gear) for car and vanbefore being eligible for confirmation.
2. Firefighters will be allowed to proceed beyond the Qualification Bar (QB) in the salary scale provided they possess a Service Motor Lorries Driving Licence (manual gear).

Appointment in a temporary capacity carries salary at the flat rate of Rs 15,750 a month plus salary compensation at approved rates. The permanent and pensionable post of Firefighter carries salary in scale Rs 15,750 x 325 – 17,700 x 375 – 19,575 QB 20,050 x 475 – 21,950 x 625 – 23,200 x 775 – 31,725 a month plus salary compensation at approved rates.

### **IMPORTANT**

1. This Notice of Vacancy is available on the website of the Public and Disciplined Forces Service Commissions at <http://psc.govmu.org> and at the Enquiry Counters of (a) the Ministry of Civil Service and Administrative Reforms, Ground Floor, Emmanuel Anquetil Building, Port Louis and (b) the Office of the Public and Disciplined Forces Service Commissions, 7 Louis Pasteur Street, Forest Side.
2. **Candidates should not send any application form or letter of application to the Disciplined Forces Service Commission at this stage, but they should call in person as indicated at paragraph 3.1 (a) and (b) above to make an application.**

**Date: 07 August 2018**

Disciplined Forces Service Commission,  
7, Louis Pasteur Street,  
**FOREST SIDE.**