MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 99 OF 2018

Vacancies for Post of Occupational Therapist/Senior Occupational Therapist
Ministry of Health and Quality of Life

Applications are invited from qualified candidates who wish to be considered for appointment as Occupational Therapist/Senior Occupational Therapist in the Ministry of Health and Quality of Life.

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

A. A degree in Occupational Therapy from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should -
   (i) possess organising, supervisory and communication skills;
   (ii) have the ability to interact with people at all levels; and
   (iii) be computer literate.

Candidates should produce written evidence of knowledge claimed.

NOTE

1. The onus for the submission of written evidence of knowledge 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 knowledge claimed and Equivalence Certificate, as appropriate, by the closing date.

2. Candidates may be required to sit for a written examination as part of the selection process.

3. The Commission reserves the right:
   (i) to convene only the best qualified candidates for interview; and
   (ii) not to make any appointment following this advertisement.
IV. **DUTIES AND SALARY**

1. To be responsible to the Regional Health Director through the Chief Occupational Therapist for -

   (a) the assessment, evaluation and treatment of patients referred for occupational therapy in hospitals and other institutions;

   (b) the organisation and supervision of occupational therapy to patients referred by treating doctors;

   (c) carrying out and ensuring a high standard of care and treatment of patients referred for rehabilitation;

   (d) ensuring the safe keeping of equipment and stores as well as the maintenance and repair of equipment;

   (e) effecting home visits to patients who need special advice and guidance;

   (f) assisting in the supervision, training and mentoring of subordinate staff and conducting examinations/assessments; and

   (g) collaborating with other Ministries/Departments and organisations involved in rehabilitation work.

2. To use ICT in the performance of his duties.

3. 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 Occupational Therapist/Senior Occupational Therapist in the roles ascribed to him.

The permanent and pensionable post carries salary in scale of Rs 26,300 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 59,700 a month.

**Note**

**Occupational Therapist/Senior Occupational Therapists may be liable to be posted to any other Ministry/Department at the convenience of the Government.**

V. **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 6703417.

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.

VI. CLOSING DATE

Applications should reach the Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest Side, not later than 3.00 p.m. (local time) on Monday 15 April 2019. Applications received after the specified closing date and time will not be considered.

Date: 26 March 2019

Public Service Commission, 7, Louis Pasteur Street, FOREST SIDE.