Vacancies for Post of Assistant Operations Officer, Broadcast National Assembly

Applications are invited from qualified candidates who wish to be considered for appointment as Assistant Operations Officer, Broadcast in the National Assembly.

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. (i) a Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics obtained at not more than two sittings or

(ii) Passes not below Grade C in at least five subjects including English Language, French and Mathematics obtained at not more than two sittings at the General Certificate of Education “Ordinary Level” provided that at one of the sittings, passes have been obtained 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.

**Note**

Candidates not possessing a credit in English Language at the Cambridge School Certificate will also be considered provided they possess passes in at least two subjects at “Principal Level” and one subject at “Subsidiary Level” as well as the General Paper obtained on one certificate at the Cambridge Higher School Certificate Examinations.

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

C. A Certificate in Broadcasting or Telecommunications or Electronic Studies or in a related field from a recognised institution.

**OR**

Equivalent qualifications to A, B and C above acceptable to the Public Service Commission.
D. Candidates should be computer literate.

**NOTE**

1. Candidates should produce written evidence of knowledge claimed.

2. **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.**

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

4. 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 assist the Operations Officer, Broadcast in the day-to-day running of the Broadcast Unit of the National Assembly.

2. To operate manned and remote controlled broadcast cameras, sound equipment and other broadcast equipment under supervision.

3. To rig and de-rig broadcast video and audio equipment.

4. To set up, test and operate audio-visual equipment.

5. To use latest media asset management, workflow engine, encoding and video play out systems.

6. To assist in the preparation and submission of technical reports on equipment maintenance and tests results.

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

8. 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 Assistant Operations Officer, Broadcast in the roles ascribed to him.

**Note**

Assistant Operations Officers, Broadcast will be required to work at staggered hours.
The permanent and pensionable post carries salary in scale Rs 14,875 x 275 – 15,150 x 300 – 15,750 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.

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](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 submit a printed copy of their electronic Application Form, **duly signed**, through their respective Supervising/Responsible Officer.

5. Acknowledgement of applications will be made by **e-mail**. Candidates are advised 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 online 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, **not later than 3.00 p.m. (local time) on Thursday 02 May 2019**. Applications received after the specified closing date and time will **not** be considered.

**Date: 12 April 2019**

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