PUBLIC ADVERTISEMENT NO. 59 OF 2019

Vacancy for Post of Operations Officer, Broadcast
National Assembly

Applications are invited from qualified candidates who wish to be considered for appointment as 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

A. Candidates should possess a diploma in Broadcasting or Telecommunications or Electronic Studies from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should –

   (i) have sound knowledge of and experience in, latest media asset management, workflow engine, encoding and video play out systems;

   (ii) have knowledge of broadcasting norms, as applicable;

   (iii) keep abreast of constant changes in broadcasting technology by investigating new systems, techniques and equipment;

   (iv) have strong communication, interpersonal and supervisory skills;

   (v) have the ability to work under pressure; and

   (vi) be computer literate.

NOTE

1. Candidates should produce written evidence of experience/knowledge claimed.

2. The onus for the submission of written evidence of experience/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 experience/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 be responsible to the Manager, Broadcast for providing assistance in the day-to-day running of the Broadcast Unit of the National Assembly.

2. To provide first-line maintenance and support of a range of broadcast television equipment – Camera Channels, Lenses, Fibre, Recording and Media Asset Management (M.A.M.) System, Audio Conferencing Systems, Deep Archives, Audio Visual equipment that includes displays, video conferencing and Personal Computers.

3. To investigate new systems, techniques and equipment.

4. To supervise the day-to-day workflow of Assistant Operations Officers, Broadcast by providing guidance and direction with a view to facilitating the proper functioning of the Unit.

5. To provide and submit technical reports on equipment maintenance and test results.

6. To monitor all outgoing television signals and make corrections, when necessary, to ensure proper broadcast quality.

7. To supervise the equipment audit function and maintain proper records and logs thereof.

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

9. To perform administrative duties in connection with production and broadcasting.

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

11. 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 Operations Officer, Broadcast in the roles ascribed to him.
Note

The Operations Officer, Broadcast will be required to work at staggered hours.

The permanent and pensionable post carries salary in scale Rs 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 42,325 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

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 on-line Application Form correctly. Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the applicant.

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 Thursday 04 July 2019. Applications received after the specified closing date and time will not be considered.

Date: 14 June 2019

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