Applications are invited from qualified candidates who wish to be considered for appointment as Statistician in the Statistics Mauritius.

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 –

(a) possess a Cambridge Higher School Certificate with a pass at Principal Level in Mathematics or Passes in at least two subjects including Mathematics obtained on one certificate at the General Certificate of Education “Advanced Level”;

(b) possess a pass at the Final Examinations of the United Kingdom Royal Statistical Society or of an equivalent recognised professional body acceptable to the Public Service Commission

| or |

| possess a degree in Statistics or a joint degree with Statistics as a major component from a recognised institution |

| OR |

| Equivalent qualifications to (a) and (b) above acceptable to the Public Service Commission; and |

(c) be computer literate.

**Note**

Qualification at (a) above should have been obtained prior to qualification at (b) above. However, candidates who, as at 30 June 2013, did not possess the qualification at (a) above, will also be considered provided they hold –

(i) 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
(ii) a Master’s Degree or a postgraduate diploma from a recognised institution in Statistics or in a related field or an equivalent qualification acceptable to the Public Service Commission.

Qualification at (i) under ‘Note’ should have been obtained prior to qualifications at (b) above and at (ii) under ‘Note’.

B. Candidates should –

(i) possess leadership and interpersonal skills to operate within multi-disciplinary teams;

(ii) possess good analytical and problem-solving skills;

(iii) be able to communicate clearly and coherently both verbally and in writing;

(iv) be able to prioritise work and meet deadlines;

(v) have a strong customer-orientation; and

(vi) have a good command of economic, financial and social issues.

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. ROLE AND RESPONSIBILITIES

To provide necessary technical support and services on statistical and related matters and to manage human and other resources under his supervision to achieve organisational objectives.
V. **DUTIES AND SALARY**

1. To lead and manage Principal Statistical Officers, Senior Statistical Officers and Statistical Officers working under his supervision, individually and in teams.

2. To develop appropriate performance indicators to monitor his own work and those of Principal Statistical Officers, Senior Statistical Officers and Statistical Officers under his supervision, individually and in teams.

3. To design, organise and conduct censuses and surveys, in particular to –
   (a) consult users to determine their statistical needs;
   (b) design questionnaire;
   (c) build the sampling frame;
   (d) develop the sampling methodology;
   (e) develop quality control measures to ensure that statistical data collected and processed are in conformity to the quality expected;
   (f) use appropriate method to evaluate and analyse the data collected; and
   (g) write an analytical report and disseminate results.

4. To make use of appropriate methods for collection, analysis, interpretation, presentation and dissemination of quality statistics that meet user needs and contribute to decision making.

5. To make forecasts/projections and to undertake research work.

6. To plan, design, develop and maintain effective information systems and operation systems to support the functions of the Department.

7. To gather and process geographical data and maintain databases to provide geographical information and maps in support of the operations of the Department.

8. To set up, evaluate, monitor and improve systems to implement management policies.

9. To develop, implement and monitor communication strategies to promote and increase awareness of the Department.

10. To prepare methodological, technical, statistical and analytical reports.
11. To make use of computer system, including –
   (a) use of specialised statistical software, such as STATA and SPSS for computation and analysis of statistical indicators;
   (b) development of working files/format for data entry in specialised software;
   (c) construction of editing and coding procedures, and validation rules for statistical data;
   (d) preparation of soft copy of regular statistical publications; and
   (e) use of mapping software to produce GIS outputs such as field maps, thematic and dot maps.

12. To collaborate with IT professionals during the development/revision of application systems including Geographical Systems.

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

14. 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 Statistician in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 25,525 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 56,450 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 are requested to follow the procedures that can be accessed through the “**How to Apply**” option on the above link.

3. 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.**

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 advised to submit their e-mail address.
6. For queries regarding **Username & Password**, the Government Online Centre (GOC) may be contacted on the e-mail address support@ncb.mu or on phone number 454 9955.

7. For **technical support and other queries**, the helpdesk 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.

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**VII. CLOSING DATE**

Applications should reach the Secretary, Public Service Commission **not later than 3.00 p.m (local time) on Wednesday 21 August 2019**. Applications received after the specified closing date and time will not be considered.

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Date: 01 August 2019

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