Applications are invited from qualified officers who wish to be considered for appointment as Principal Electoral Officer in the Office of the Electoral Commissioner.

II. QUALIFICATIONS

By selection from among officers in the grade of Senior Electoral Officer who reckon at least two years’ service in a substantive capacity in the grade and who:

(i) are familiar with the provisions of the Constitution of Mauritius and all Acts, Regulations and Orders pertaining to registration of electors, conduct of elections and related matters, and with all related legal rulings as may be given from time to time;

(ii) possess organising and administrative abilities; and

(iii) have good communication and leadership skills.

III. DUTIES AND SALARY

1. To be responsible to the Electoral Commissioner particularly for:-

   (i) the general supervision of registration of electors and of National Assembly, Local Government and Rodrigues Regional Assembly Elections and all duties connected therewith;

   (ii) the co-ordination of the work of Registration Officers and Returning Officers; and

   (iii) the conception and preparation of instructions for the guidance of Registration Officers and Returning Officers and their subordinate staff.

2. To assist the Deputy Chief Electoral Officer in the discharge of his duties.

3. To perform all IT related duties.

4. 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 Principal Electoral Officers in the roles ascribed to them.

Note

Principal Electoral Officers will be required to work at staggered hours.

The permanent and pensionable post carries salary in scale Rs 42,325 x 1,525 – 49,950 x 1,625 – 62,950 x 1,850 – 66,650 a month.
IV. **MODE OF APPLICATION**

1. Qualified candidates should submit their application electronically via the website of the Public Service Commission at the following address:

   http://psc.govmu.org/English/Pages/ServingOfficersHome.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 **should** submit a printed copy of their Application Form, **duly signed**, through the Electoral Commissioner.

4. 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.

5. 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.

6. Candidates are also advised to read carefully the “**NOTES AND INSTRUCTIONS FOR ONLINE APPLICATION (in response to PSC Circular Notes)**” 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.**

V. **CLOSING DATE**

Applications should reach the Secretary, Public Service Commission **not later than 3.00 p.m **(local time) **on Monday 16 March 2020.** Applications received after the specified closing date and time will not be considered.

Date: 25 February 2020

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