Public Service

Public Advertisement No. 65 of 2015

Vacancy for Post of Youth Officer
Rodrigues Regional Assembly (Youth)

Applications are invited from qualified Rodriguan candidates who wish to be considered for appointment as Youth Officer in the Youth Services of the Rodrigues Regional 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 Social Work or Management from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should –

(i) possess good communication and leadership skills; and

(ii) be computer literate.

Note

1. Candidates should produce written evidence of knowledge claimed.

2. The onus for the submission of equivalence of qualification (if applicable) from the relevant authorities rests on the candidates.

3. The Commission reserves the right to convene only the best qualified candidates for interview.

Note

Youth Officers should possess a diploma in Social Work from a recognised institution or an equivalent qualification in order to progress beyond the Qualification Bar (QB) in the salary scale of the post.

IV. Duties and Salary

1. To supervise youth groups and youth organisations which are either affiliated to and/or recognised by the Youth Services.

2. To advise and help the Rodrigues Regional Youth Council and other recognised youth organisations in the planning and organisation of youth activities.

3. To encourage the establishment and development of Youth Clubs.
4. To organise peer counselling and skills management programme for the youth.

5. To manage the organisation of regional and national youth projects during national celebrations/events.

6. To conduct training in Entrepreneurial schemes for youth employability and prevention programmes for youth at risk in HIV/AIDS, drugs and alcohol.

7. To organise special programmes and training in climate change and disaster management.

8. To promote programmes in favour of young people to motivate them to join appropriate organisations for their social development and to participate in voluntary and community service.

9. To assist in –
   (i) the management of Youth Centres and other youth infrastructure;
   (ii) the running of appropriate courses in leadership and club management for leaders of youth groups;
   (iii) the organisation of residential and non-residential training courses, seminars, conferences and other outdoor activities for the youth and to be physically present for the duration of the activities; and
   (iv) the carrying out of appropriate youth surveys.

10. To liaise with youth organisations and other Commissions and organisations for the execution of common projects.

11. To keep records, prepare and submit progress reports and returns on a regular basis.

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

13. 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 Youth Officer in the roles ascribed to him.

**Note**

Youth Officers will be required to work at staggered hours.

The permanent and pensionable post carries salary in scale Rs 14,575 x 300 – 15,475 x 350 – 17,225 x 450 – 19,475 x 600 – 20,675 x 750 – 29,675 x 900 – 32,375 QB 33,275 x 900 – 34,175 x 1,200 – 35,375 a month plus salary compensation at approved rates.
V. **MODE OF APPLICATION**

1. Qualified candidates should 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 Commission/Embassies overseas.

2. This advertisement together with the application form (PSC Form 7) are available on the website of the Public Service Commission at [http://psc.govmu.org](http://psc.govmu.org)

3. Acknowledgement of applications will be made, as far as possible, by e-mail. Candidates are therefore advised to submit their e-mail address.

4. Candidates are also advised to read carefully the “**NOTES AND INSTRUCTIONS TO CANDIDATES**” before filling in the application form. Care should be taken to fill in the application form correctly. Incomplete, inadequate or inaccurate filling of the application form may entail elimination of the applicant.

VI. **CLOSING DATE**

Applications should reach the Island Chief Executive, Chief Commissioner’s Office, Port Mathurin, Rodrigues, **not later than 3.15 p.m. on Thursday 19 November 2015.**

**IMPORTANT**

The post which falls under the Establishment of the Rodrigues Regional Assembly is restricted for service in Rodrigues only. Any request for transfer or promotion to any similar or other posts in Mauritius will not be considered at any stage from any person who is selected for appointment.

Date: 30 October 2015

Public Service Commission, 7, Louis Pasteur Street, Forest Side, **MAURITIUS.**