MAURITIUS PUBLIC SERVICE
PUBLIC ADVERTISEMENT NO. 121 OF 2016

Vacancy for Post of Director Recovery
Ministry of Environment, Sustainable Development,
and Disaster and Beach Management
(National Disaster Risk Reduction)

Applications are invited from qualified candidates who wish to be considered for appointment as Director Recovery in the Ministry of Environment, Sustainable Development, and Disaster and Beach Management (National Disaster Risk Reduction).

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 degree from a recognised institution in one of the following subjects –

   Engineering  
   Environmental Studies  
   Agriculture  
   Mathematics  
   Physics

   OR

an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should –

   (i) reckon at least eight years’ experience at senior management level in activities relating to any one of the following areas –

   mitigation of disasters  
   preparedness for disasters  
   response to disasters  
   recovery from disasters

   (ii) possess strong analytical skills, a sound track record of producing high-quality written outputs and presenting them in public settings;

   (iii) possess strong interpersonal skills and be able to establish and maintain effective working relationships with people of different backgrounds;
(iv) be able to work under pressure; and
(v) be computer literate.

NOTE

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

2. The onus for the submission of 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 failing the non-submission of Equivalence Certificate, as appropriate, by the closing date.

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

IV. ROLE AND RESPONSIBILITIES

To be responsible for the effective and efficient management of the Recovery Team of the National Disaster Risk Reduction and Management Centre and for the co-ordination of the disaster management activities of the Centre.

V. DUTIES AND SALARY

1. To be responsible to the Director General for the performance of the following duties –

   (a) to manage the day-to-day tasks of a multi-disciplinary technical team, with overall responsibility for the technical aspects of implementing the work of the National Disaster Risk Reduction and Management Centre;

   (b) to co-ordinate disaster management activities relating to the mitigation of and recovery from disasters;

   (c) to prepare, review and oversee the production and regular update of a complete hazard and vulnerability risk map for Mauritius and the Outer Islands;

   (d) to manage the establishment of appropriate research programmes and advisory services to support the work of the Centre;

   (e) to provide high quality input for inclusion in the National Risk Reduction and Disaster Management Plan;

   (f) to facilitate and promote the integration of specific technical disaster and risk management actions into cross-governmental strategies and planning;
(g) to manage specific sectoral interventions in the areas of mitigation and recovery from disasters;

(h) to ensure the co-ordination of the work of the Recovery Team within the Centre;

(i) to establish a uniform approach to assessing and monitoring disaster risk for disaster management planning and disaster risk reduction undertaken by the Government and other stakeholders; and

(j) to establish appropriate research programmes and provide information and advisory services to support the work of the Centre.

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

3. 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 Director Recovery in the roles ascribed to him.

Note

The Director Recovery will be required to work outside normal working hours, including Saturdays, Sundays and Public Holidays, during cyclonic periods and other natural calamities and emergencies.

The permanent and pensionable post carries salary in scale Rs 64,800 x 1,850 – 68,500 x 1,950 – 74,350 x 2,825 – 80,000 x 3,000 – 86,000 a month.

VI. **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. Candidates already in the service should submit their application **in duplicate**, the original to be sent directly to the Secretary, Public Service Commission and the duplicate through their respective Supervising/Responsible Officers.

3. 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)

4. Candidates are encouraged to submit on-line application through the government web portal at [http://www.govmu.org](http://www.govmu.org)
5. Acknowledgement of applications will be made, as far as possible, by e-mail. Candidates are therefore advised to submit their e-mail address.

6. 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.**

VII. **CLOSING DATE**

Applications should reach the Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest Side, **not later than 3.00 p.m. on Thursday 12 January 2017.**

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

Date: 23 December 2016