Vacancy for Post of Director Response
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 Response 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 in Management or Police Studies from a recognised institution 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 response to 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 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 Response 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 oversee, in the event of a disaster, the response operations under the leadership of the Director General;

(b) to ensure that all disaster response programmes are of a high quality, timely, effective and efficient;

(c) to provide timely strategic advice on management of disasters and ensure timely co-ordination of a disaster response;

(d) to co-ordinate the implementation of the general policy of Government relating to response and relief from disasters;

(e) to assess and review the various programmes and activities relating to response to disasters for the purpose of determining the extent to which such programmes and activities are achieving the general policy objectives and to make recommendations accordingly;

(f) to ensure timely and efficient release of alerts and warnings to the public;

(g) to provide inputs, as and when required, for inclusion in the National Disaster Risk Reduction and Management Plan;

(h) to develop and implement national policies to foster and promote the efficient response to and relief from disasters;

(i) to provide input for inclusion in programmes for public information and education on the mitigation of, preparedness for, response to and recovery from natural disasters;

(j) to assist in the evaluation of the response capacities of stakeholders involved in disaster management and support their development;

(k) to establish and agree on standards for dispensing of relief aid;

(l) to design and implement appropriate simulation exercises relating to the management of disasters; and

(m) to co-ordinate with key national, regional and global players in disaster response.

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 Response in the roles ascribed to him.

**Note**

The Director Response 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*