MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 135 OF 2016

Vacancies for Post of Communication Officer
Ministry of Public Infrastructure and Land Transport
(Land Transport Division – Traffic Management and Road Safety Unit)

Applications are invited from qualified candidates who wish to be considered for appointment as Communication Officer in the Ministry of Public Infrastructure and Land Transport (Land Transport Division – Traffic Management and Road Safety Unit).

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 Communication Studies with specialisation in Business Communication or Journalism from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should –

   (i) possess good communication 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 (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. **DUTIES AND SALARY**

1. To design, execute and supervise campaigns on road safety, road transport and road traffic matters or any other issues of concern to the Division.

2. To deliver talks and disseminate information on subjects relating to road transport, road safety and road traffic.

3. To prepare and make use of audio-visual materials for educational programmes to promote road safety or to support any campaign related to road safety, road traffic and road transport matters.

4. To assist in -

   (i) the evaluation of campaigns and programmes;

   (ii) the preparation and issue of press communiqués in respect of road transport, road traffic and road safety matters;

   (iii) carrying out opinion surveys and interviews on road safety, road transport and road traffic related matters;

   (iv) the organisation of workshops and seminars on road safety, road transport and road traffic issues; and

   (v) the holding of events such as official functions and press conferences on matters falling under the purview of the Division.

5. To sensitise the public on the various services provided and initiatives taken by the Division.

6. To maintain and foster close relationship with the media.

7. To keep track of any information relating to Mauritius on road transport, road safety and road traffic matters as published in the local/international media and on the Internet and to report thereon.

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

9. 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 Communication Officer in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 42,325 a month.
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. 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

4. Candidates are encouraged to submit on-line application through the government web portal at 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.

VI. CLOSING DATE

Applications should reach the Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest Side, not later than 3.00 p.m. on Wednesday 18 January 2017.

Date: 29 December 2016

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