MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 2 OF 2016

Vacancies for Post of Life Care Officer
Ministry of Social Security, National Solidarity and Reform Institutions

Applications are invited from qualified candidates who wish to be considered for appointment as Life Care Officer in the Ministry of Social Security, National Solidarity and Reform Institutions.

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 Sociology or Psychology from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should –
   (i) reckon at least five years’ experience in social work;
   (ii) possess organising and communication skills;
   (iii) be committed to help and care for people in distress and in crisis situations;
   (iv) have the ability 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 rests on the candidates.

3. The Commission reserves the right to convene only the best qualified candidates for interview.
IV. **DUTIES AND SALARY**

1. To be responsible to the officer in charge of the Life Plus Unit for the following duties –
   
   (i) to deliver talks on Positive Living, Stress Management and Suicide Prevention in schools, at workplace and in the community;
   
   (ii) to attend the Chat Line of Life Plus Unit;
   
   (iii) to counsel service users of Life Plus in matters of Positive Living, Stress Management and Suicide Prevention;
   
   (iv) to keep systematic records of cases of suicide and bereavement support;
   
   (v) to keep systematic records of cases of attempted suicide and their follow-up;
   
   (vi) to keep records of activities and prepare monthly/annual return of the Life Plus Unit;
   
   (vii) to report on people having attempted suicide and visit such cases, wherever necessary;
   
   (viii) to give help and bereavement support to families where suicide has occurred and visit them, if necessary;
   
   (ix) to assist in the gathering of data and any other information pertaining to suicide;
   
   (x) to attend to the Hotline of the Life Plus Unit after office hours, during weekends and Public Holidays;
   
   (xi) to retrieve demographic data on potentially at risk persons from Ministries/Departments and institutions concerned; and
   
   (xii) to identify people at risk and give them counselling, help and support.

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 Life Care Officer in the roles ascribed to him.

**Note**

The Life Care Officer will be required to work outside normal working hours, including Saturdays, Sundays and Public Holidays.

The permanent and pensionable post carries salary in scale 14,875 x 300 – 15,475 x 350 – 17,225 x 450 – 19,475 x 600 – 20,675 x 750 – 29,675 x 900 – 33,275 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. Candidates already in 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 Tuesday 09 February 2016.

Date: 20 January 2016

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