MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 109 OF 2016

Vacancies for Post of Occupational Safety and Health Officer/
Senior Occupational Safety and Health Officer
Ministry of Labour, Industrial Relations, Employment and Training

Applications are invited from qualified candidates who wish to be considered for appointment as Occupational Safety and Health Officer/Senior Occupational Safety and Health Officer in the Ministry of Labour, Industrial Relations, Employment and Training.

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

1. Candidates should possess –

   A. a Cambridge School Certificate with credit in English Language, French, Mathematics and any two science subjects, preferably Physics, Chemistry and Biology obtained at not more than two sittings or

   Passes not below Grade C in English Language, French, Mathematics and any two science subjects, preferably Physics, Chemistry and Biology obtained at not more than two sittings at the General Certificate of Education “Ordinary Level” provided that at one of the sittings, passes have been obtained either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject.

   Note

   Candidates not possessing a credit in English Language at the Cambridge School Certificate will also be considered provided they possess passes in at least two subjects at “Principal Level” and one subject at “Subsidiary Level” as well as the General Paper obtained on one certificate at the Cambridge Higher School Certificate Examinations.

   B. A Cambridge Higher School Certificate or Passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level”.

   C. A Diploma in Occupational Health and Safety from a recognised institution.

   OR


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2. Candidates should be computer literate.

**Note**

1. Qualification at 1.A above should have been obtained prior to qualification at 1.B above.

2. Candidates should produce written evidence of knowledge claimed.

3. **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.**

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

**NOTE 1**

In the absence of candidates possessing the qualification at 1.C above, consideration will be given to candidates who possess the qualifications at 1.A and 1.B above together with a Diploma in Civil or Mechanical or Electrical or Chemical Engineering from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

**NOTE 2**

Candidates selected under 1 above and under “**NOTE 1**” will be appointed in a temporary capacity in the first instance and will be required to undergo on-the-job training in all aspects of safety, health and welfare of workers for a period of at least six months. On successful completion of the training, they will be considered for appointment as Occupational Safety and Health Officer/Senior Occupational Safety and Health Officer in a substantive capacity.

**IV. DUTIES AND SALARY**

1. To inspect all places of work including factories, with a view to –

   (i) assessing workplace hazards and the suitability of protective measures taken and/or protective equipment provided to abate or eliminate the hazards and to take appropriate follow-up action;

   (ii) ensuring compliance with the provisions of legislations relating to the safety, health and welfare of employees; and

   (iii) establishing contraventions, wherever required, prior to prosecution of persons, companies and corporate bodies for non-compliance with the provisions of the appropriate legislation.

2. To carry out investigations into complaints made by employees, trade union officials, employers and public institutions.
3. To investigate into occupational accidents, fires and dangerous occurrences.

4. To deliver training, tender advice and provide information to employees, trade unions, employers, Safety and Health Officers and to the general public at large on safety, health and welfare matters and on the provisions of the relevant legislations.

5. To conduct enquiries regarding registration of Steam Boilers and Safety and Health Officers and to approve applications for registration of factories and issue certificates of registration, wherever appropriate.

6. To depone as witness in court, whenever required.

7. To examine plans of buildings and manuals of new machines and equipment and advise the relevant authorities on safety and health issues prior to the issue of development permits to new enterprises.

8. To collect and compile statistical information relevant to safety and health.

9. To perform word processing and other basic ICT functions.

10. 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 Occupational Safety and Health Officers/Senior Occupational Safety and Health Officers in the roles ascribed to them.

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 – 45,375 a month.

Appointment in a temporary capacity in the grade carries a flat salary of Rs 19,575 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 Thursday 08 December 2016.**

Date: 18 November 2016

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