Applications are invited from qualified candidates who wish to be considered for appointment as Trade Policy Analyst in the Ministry of Foreign Affairs, Regional Integration and International Trade (International Trade Division).

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 Economics or International Trade or Law or a degree in any subject with a major component in Law or International Trade from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should -

(i) have a sound knowledge of the functions and operations of international trade agencies; 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 assist in the formulation and implementation of trade policy.

2. To assist in the follow-up of the works of international and regional trade organisations, including the negotiation of international and regional trade agreements.

3. To prepare notifications about trade policies and practices of Mauritius to the World Trade Organisation Secretariat.

4. To study and analyse reports and documents from the World Trade Organisation and other international trade agencies.

5. To carry out trade analysis and research and to undertake report-writing.

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

7. 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 Trade Policy Analyst in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 25,525 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 56,450 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](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 Monday 21 November 2016.**

Date: 01 November 2016

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