Vacancy for Post of Female Prisons Officer/Senior Female Prisons Officer
Rodrigues Regional Assembly (Prisons and Reform Institutions)

Applications are invited from qualified Rodriguan candidates who wish to be considered for appointment as Female Prisons Officer/Senior Female Prisons Officer in the Rodrigues Regional Assembly (Prisons and Reform Institutions).

II. AGE LIMIT

Candidates should be between 21 and 30 years of age by the closing date for the submission of applications.

III. QUALIFICATIONS

A. Candidates should possess a Cambridge School Certificate or passes obtained on one certificate at the General Certificate of Education (Ordinary Level) 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 or an equivalent qualification acceptable to the Disciplined Forces Service Commission.

B. Candidates should also –

(i) have a good physique with their Body Mass Index (BMI) values ranging between 18.50 and 24.99;

(ii) be able to undergo strenuous physical exercise;

(iii) have a normal eyesight (without glasses or contact lenses);

(iv) satisfy the minimum height requirement of 1 m 63; and

(v) 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 rests on the candidates.
NOTE:

The weight measurement of candidates will also be taken for the purpose of computation of the **Body Mass Index (BMI)** of each candidate.

The formula for the calculation of the **Body Mass Index (BMI)** is:

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BMI = \frac{W \text{ (in kg)}}{H^2 \text{ (in metre)}}
\]

where \(W\) is the weight and \(H\) is the height of the candidate

*E.g. For a candidate whose height is 1m75 and weight 75 kg, her BMI is equal to*

\[
\frac{75}{1.75 \times 1.75} = \frac{75}{3.063} = 24.48
\]

**IV. DUTIES AND SALARY**

1. To perform general duties as laid down in the Reform Institutions Act, Prison Regulations, legislations in force, standing orders and such other orders as may be issued from time to time.

2. To assist the Principal Prisons Officer, as and when required.

3. To be in charge of a unit and to ensure that supervision as well as control of detainees are carried out effectively.

4. To supervise and control detainees in residential blocks, workshops, association yards, sites of work, sentry points, public places during escorts and other areas where detainees are present besides effecting searches, as and when required.

5. To train detainees in various trades and get involved in the rehabilitation process so as to prepare them for their reintegration in society after release.

6. To see that security norms, discipline and cleanliness are maintained at all times.

7. To ensure that human, financial and material resources available are used efficiently, effectively and economically.

8. To use ICT in the performance of her 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 Female Prisons Officer/Senior Female Prisons Officer in the roles ascribed to her.

The permanent and pensionable post carries salary in scale Rs 14,275 x 300 – 15,475 x 350 – 17,225 x 450 – 19,475 x 600 – 20,675 x 750 – 29,675 x 900 – 31,475 a month. However, for the year 2014, incumbents would draw salary at the discounted rate of Rs 13,980 in accordance with the Master Conversion Table of the Errors, Omissions and Anomalies Committee Report 2013.
V. MODE OF APPLICATION

1. Qualified candidates should submit their application on DFSC 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 and Disciplined Forces Service Commissions, 7, Louis Pasteur Street, Forest Side or from the Chief Commissioner’s Office, Port Mathurin, Rodrigues.

2. Candidates should affix a recent passport-size photograph in the space provided on the application form.

3. This advertisement together with the application form (DFSC Form 7) are available on the website of the Public and Disciplined Forces Service Commissions at http://psc.gov.mu

4. Acknowledgement of applications will be made as far as possible by e-mail. Candidates are therefore encouraged to submit their e-mail address.

5. Candidates are 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 Island Chief Executive, Chief Commissioner’s Office, Port Mathurin, Rodrigues, not later than 3.15 p.m. on Tuesday 18 March 2014.

IMPORTANT

The post which falls under the Establishment of the Rodrigues Regional Assembly is restricted for service in Rodrigues only. Any request for transfer or promotion to any similar or other posts in Mauritius will not be considered at any stage from any person who is selected for appointment.

Disciplined Forces Service Commission, 7, Louis Pasteur Street, Forest Side,

Date: 26 February 2014. MAURITIUS.