Applications are invited from qualified candidates who wish to be considered for appointment as Secretary, Environment and Land Use Appeal Tribunal.

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**

Candidates should –

(a) possess a degree in Law from a recognised institution or an equivalent qualification acceptable to the Public Service Commission;

(b) have knowledge of the Mauritian Legal System and environmental and planning legislation; and

(c) 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.**

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

IV. **DUTIES AND SALARY**

1. To keep a record of the proceedings of the Tribunal.

2. To keep in safe custody the papers and documents of the Tribunal.

3. To issue summonses and recording statements of witnesses called before the Tribunal.

4. To perform such other duties as the Tribunal may require.

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

6. 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 Secretary, Environment and Land Use Appeal Tribunal in the roles ascribed to him.
The permanent and pensionable post carries salary in scale Rs 29,675 x 900 – 34,175 x 1,200 – 37,775 x 1,500 – 58,775 a month. However, for the year 2014, the incumbent would draw salary at the discounted rate of Rs 29,380 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 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.gov.mu

4. On-line application can also be submitted through the government web portal at http://www.gov.mu

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

6. 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 Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest-Side, not later than 3.00 p.m. on Monday 14 April 2014.

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

Date: 25 March 2014