MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 116 OF 2017

Vacancy for Post of Director of Education, Rodrigues Regional Assembly Rodrigues Regional Assembly (Education)

Applications are invited from qualified Rodriguan candidates who wish to be considered for appointment as Director of Education, Rodrigues Regional Assembly in the Rodrigues Regional Assembly (Education).

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 Master’s Degree in Education Management from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should -

(i) reckon at least 10 years’ experience in the field of Education;

(ii) have knowledge and expertise to provide leadership in any one of the following technical areas –

(a) Secondary Education;

(b) Technical, Vocational Education and Training;

(c) Tertiary Education;

(d) Curriculum Research and Development;

(e) Science and Technology (including ICT);

(f) Research and Planning; and

(g) School Management Services.

(iii) have the drive to achieve quality education to adapt to new technologies and be in the forefront of technological innovation;

(iv) possess excellent analytical skills and be able to adopt a multi-disciplinary approach to problem-solving;

(v) have the ability to think proactively, critically and strategically;
(vi) possess excellent leadership, administrative, managerial, communication and interpersonal skills;

(vii) have highest commitment to achieve the strategic objectives falling under his responsibility;

(viii) have the ability to be flexible and work collaboratively within a high pressure office; and

(ix) be computer literate.

NOTE

1. Candidates should produce written evidence of experience/knowledge claimed.

2. The onus for the submission of written evidence of experience/knowledge claimed and 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 in case of non-submission of written evidence of experience/knowledge claimed and Equivalence Certificate, as appropriate, by the closing date.

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

IV. ROLE AND RESPONSIBILITIES

To be responsible for designing and implementing educational reforms, plans and strategies for the development of the Education Sector in Rodrigues with focus on quality, relevance, equity and achievement of all learners.

V. DUTIES AND SALARY

1. To provide support to the Departmental Head of the Commission responsible for the Education Sector.

2. To be responsible for the efficient and effective management of resources under his control for the implementation of projects.

3. To prepare development plan and to effectively monitor its implementation.

4. To carry out research pertaining to his areas of competences/responsibilities in order to better advise on policy matters.

5. To review regularly educational objectives, policies and programmes and formulate necessary improvements and changes, to meet modern trends in education.
6. To co-ordinate and monitor the implementation of all educational policies and programmes.

7. To identify training needs in respect of his sector.

8. To establish linkages with external partners (local, national and international) to obtain their collaborative support in the smooth running of projects and programmes.

9. To ensure the optimal utilisation of resources in Educational Institutions and monitor actions taken to ensure quality standards following reports from the Quality Assurance Division of the Ministry of Education and Human Resources [Now Ministry of Education and Human Resources, Tertiary Education and Scientific Research].

10. To allocate responsibilities to the various departments under his control.

11. To prepare budget for education programmes and monitor expenditure in line with the Budget Estimates.

12. To work closely with other departments/sections of the Commission to ensure a cohesive, holistic and specialised approach to the development of education.

13. To be responsible for the promotion of teaching of Science, Information and Communication Technology, Vocational and Technical subjects in schools.

14. To ensure that the Commission responsible for the Education Sector is kept up-to-date with the latest educational trends.

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

16. 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 Director of Education, Rodrigues Regional Assembly in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 49,950 x 1,625 – 62,950 x 1,850 – 68,500 x 1,950 – 74,350 x 2,825 – 77,175 a month.

VI. 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 Commissions/Embassies overseas.
2. 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

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

4. 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.

VII. CLOSING DATE

Applications should reach the Island Chief Executive, Chief Commissioner’s Office, Port Mathurin, Rodrigues, not later than 3.15 p.m. on Monday 20 November 2017.

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.

Date: 31 October 2017

Public Service Commission,
7, Louis Pasteur Street,
Forest Side, MAURITIUS.