Vacancy for Post of Assistant Commissioner of Probation and After Care
Ministry of Social Security, National Solidarity and Reform Institutions
(Reform Institutions Division)

Applications are invited from qualified officers of the Reform Institutions Division who wish to be considered for appointment as Assistant Commissioner of Probation and After Care in the Reform Institutions Division of the Ministry of Social Security, National Solidarity and Reforms Institutions.

II. QUALIFICATIONS

By selection from among –

(a) officers in the grade of Principal Probation Officer who possess a diploma in Social Work and a diploma in Public Administration and Management from a recognised institution or an equivalent qualification acceptable to the Public Service Commission and reckon at least two years’ service in a substantive capacity in the grade; and

(b) officers in the cadre not below the grade of Senior Probation Officer who possess a degree in Social Work or Social Studies or Sociology or Psychology from a recognised institution or an equivalent qualification acceptable to the Public Service Commission and reckon at least six years’ service in a substantive capacity in the cadre.

Note

The onus for the submission of equivalence of qualification (if applicable) from the relevant authorities rests on the candidates.

III. DUTIES AND SALARY

1. To implement policy decisions and the Community Service Order.

2. To supervise projects, schemes and institutions falling under the responsibility of the Probation and After Care Service, aftercare and parole and rehabilitation of offenders.

3. To organise family welfare and community welfare both at preventive and curative levels with a view to coping with problems of family breakdown, deviancy, delinquency and criminality.

4. To be responsible for:

   (a) the day-to-day running of a Division of the Probation and After Care Service;

   (b) the maintenance of standards of social enquiry reports prepared by Senior Probation Officers for the Supreme Court, Intermediate Court, Director of Public Prosecutions, Parole Board, National Adoption Council, International Social Service and for other organisations;

   (c) the “Suicide Prevention Unit”; and

   (d) the in-service training of Probation Officers and the practical work placement of students.

5. To perform such cognate duties as may be assigned.
The permanent and pensionable post carries salary in scale Rs 36,575 x 1,200 – 37,775 x 1,500 – 58,775 a month. However, for the year 2014, incumbents would draw salary at the discounted rate in accordance with the Master Conversion Table of the Errors, Omissions and Anomalies Committee Report 2013.

IV. 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. Applications should be submitted in duplicate, the original to be sent directly to the Secretary, Public Service Commission and the duplicate through the Permanent Secretary, Ministry of Social Security, National Solidarity and Reform Institutions.

3. This circular together with 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.

V. CLOSING DATE

Applications should reach the Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest Side, not later than 3.00 p.m. on 24 April 2014.

Date: 03 April 2014