DISCIPLINED FORCES SERVICE COMMISSION CIRCULAR NOTE NO. 2 OF 2014

Vacancy for Post of Deputy Commissioner of Prisons
Mauritius Prison Service

Applications are invited from qualified officers of the Mauritius Prison Service who wish to be considered for appointment as Deputy Commissioner of Prisons in the Mauritius Prison Service.

II QUALIFICATIONS

By selection from among officers in the grade of Assistant Commissioner of Prisons reckoning at least two years’ service in a substantive capacity in the grade and who -

(a) have wide experience in the administration and management of the Mauritius Prison Service;

(b) possess managerial skills and integrity appropriate to the head of a disciplined service; and

(c) have a strong personality.

III. ROLE AND RESPONSIBILITIES

To be responsible to the Commissioner of Prisons for the implementation of policies pertaining to efficient prisons administration and the maintenance and rehabilitation of detainees.

IV. DUTIES AND SALARY

1. To assist the Commissioner of Prisons and to deputise for him in his absence.

2. To perform such duties as laid down in the Reform Institutions Act, Prisons Regulations, legislations in force and standing orders so as to ensure that appropriate orders, directives and guidance are issued, as and when required, for the smooth running of the institutions.

3. To be responsible for the care and welfare of detainees.

4. To ensure the operation of rehabilitation policies in the different institutions.

5. To provide training, coaching and mentoring to subordinate staff.

6. To exercise general supervision over security and custody arrangements of the prison institutions under his jurisdiction.

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

8. 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 Deputy Commissioners of Prisons in the roles ascribed to them.
The permanent and pensionable post of Deputy Commissioner of Prisons carries a flat salary of Rs 86,000 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.

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 Disciplined Forces Service Commission, 7, Louis Pasteur Street, Forest Side **or** from the Registry of the Prisons Headquarters, Mauritius Prison Service, Beau Bassin **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, Disciplined Forces Service Commission and the duplicate through the Commissioner of Prisons.

3. This circular 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](http://psc.gov.mu)

4. On-line application can also be submitted through the government web portal at [http://www.gov.mu](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, Disciplined Forces Service Commission, 7, Louis Pasteur Street, Forest Side, **not later than 3.00 p.m. on 19 March 2014.**

Disciplined Forces Service Commission,
7, Louis Pasteur Street,
FOREST SIDE.

Date: 26 February, 2014