

## **MAURITIUS PUBLIC SERVICE**

### **PUBLIC ADVERTISEMENT NO. 80 OF 2020**

#### **Vacancies for Post of Disability Empowerment Officer/Senior Disability Empowerment Officer** **Ministry of Social Integration, Social Security and National Solidarity** **(Social Security and National Solidarity Division)**

Applications are invited from qualified candidates who wish to be considered for appointment as Disability Empowerment Officer/Senior Disability Empowerment Officer in the Ministry of Social Integration, Social Security and National Solidarity (Social Security and National Solidarity Division).

#### **II. AGE LIMIT**

Candidates, unless already in the Service, should not have reached their **40<sup>th</sup>** birthday by the closing date for the submission of applications.

#### **III. QUALIFICATIONS**

- A. A diploma in Social Work from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
- B. Candidates should –
  - (i) reckon at least five years' experience in social work or in the field of disability;
  - (ii) possess good interpersonal and communication skills;
  - (iii) have effective organisational skills;
  - (iv) have the ability to display empathy towards persons with disabilities; and
  - (v) 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 (Higher 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. Candidates may be required to sit for a written examination as part of the selection process.
4. The Commission reserves the right:
  - (i) to convene **only** the best qualified candidates for interview; and
  - (ii) not to make any appointment following this advertisement.

#### **IV. DUTIES AND SALARY**

1. To give necessary support and assistance to Non-Governmental Organisations (NGOs) and Disabled Persons Organisations in the field of disability, coordinate their activities and ensure accountability on their part.
2. To assist in the preparation of training programmes and organisation of workshops and seminars on disability.
3. To promote –
  - (i) the integration of persons with disabilities in all aspects of society and advocate for their rights in line with the UN Convention on the Rights of Persons with Disabilities; and
  - (ii) artistic and other talents of persons with disabilities through events management activities.
4. To initiate and monitor home-worker projects and self-employment schemes or co-operative undertakings of disabled people.
5. To carry out –
  - (i) site visits to ensure that public and private entities offering services and facilities which are disabled friendly and to update the database of buildings and public/private entities which are not disabled friendly; and
  - (ii) prevention campaigns on violence and abuse of persons with disabilities and assist in the provision of specialised services to such victims.
6. To monitor projects in the disability sector and ensure that they are being implemented in transparency and in line with sound management principles.

7. To act as facilitator for the Non-Governmental Organisations (NGOs).
8. To empower persons with disabilities through various means such as education, training, employment, advocacy, recreational and sports activities and the removal of handicapping barriers.
9. To arrange for the delivery of specialised services to children with high support needs.
10. To mobilise community resources for the well-being of persons with disabilities and to prepare, conceive and launch sensitisation campaigns.
11. To counsel, guide and make appropriate referrals.
12. To service Committees and Conferences related to disability issues.
13. To update the database in respect of persons with disabilities.
14. To set up and monitor disability watch committee.
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 Disability Empowerment Officer/Senior Disability Empowerment Officer in the roles ascribed to him.

**Note**

Disability Empowerment Officer/Senior Disability Empowerment Officers may be required to work outside normal working hours including Saturdays, Sundays and Public Holidays and during emergencies.

The permanent and pensionable post carries salary in scale Rs 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 46,900 a month.

**V. MODE OF APPLICATION**

1. Qualified candidates are advised to submit their application **electronically** at the following address:

**<http://psc.govmu.org>**

2. Candidates may also apply electronically at the Enquiry Counter of the Public Service Commission, 7, Louis Pasteur Street, Forest Side from **9.00 a.m. to 3.30 p.m. on weekdays and not later than 3.00 p.m. on the closing date.**

3. Candidates are requested to follow the procedures that can be accessed through the **“How to Apply”** option on the above address.
4. Candidates already in the service **should** also submit a printed copy of their electronic Application Form, **duly signed**, through their respective Supervising Officer/Responsible Officer.
5. Acknowledgement of applications will be made by **e-mail**. Candidates are advised to submit their e-mail address.
6. For queries regarding **Username & Password**, the Government Online Centre (GOC) may be contacted on the e-mail address: **support@ncb.mu** or on phone number **454 9955**.
7. For **technical support and other queries**, the helpdesk of the Public Service Commission may be contacted on the e-mail address: **pdsc@govmu.org** or phone number **670 9705** or fax number **670 3417**.
8. Candidates are also advised to read carefully the **“NOTES AND INSTRUCTIONS FOR ONLINE APPLICATION (in response to Public Advertisement)”** before filling in the Application Form. Care should be taken to fill in the online Application Form correctly. **Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the candidate.**
9. The Commission reiterates its request to candidates to submit their application electronically. However, qualified candidates not applying online may submit their application on **PSC Form 7** which may be obtained **either** from the Enquiry Counter of the Ministry of Public Service, Administrative and Institutional 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.

## **VI. CLOSING DATE**

Applications should reach the Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest Side, **not later than 3.00 p.m. (local time) on Wednesday 27 January 2021**. Applications received after the specified closing date and time will **not** be considered.

**Date: 07 January 2021**

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