

**MAURITIUS PUBLIC SERVICE**

**PUBLIC ADVERTISEMENT NO. 75 OF 2021**

**Vacancy for Post of Assistant Curator of Vacant Estates**  
**Attorney-General's Office**

Applications are invited from qualified candidates who wish to be considered for appointment as Assistant Curator of Vacant Estates in the Attorney-General's Office.

**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**

Candidates should be –

- A. from among Attorneys-at-Law whose names have been entered on and not erased from the Roll of Law Practitioners; and
- B. computer literate.

**NOTE**

1. Candidates should produce written evidence of knowledge claimed.
2. **The onus for the submission of written evidence of knowledge claimed rests on the candidates. Applications will not be considered in case of non-submission of written evidence of knowledge claimed, as appropriate, by the closing date.**
3. Candidates may be required to take part in a written examination.
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 assist the Curator of Vacant Estates in the discharge of the following duties –
  - (i) administration of any vacant estate and property of absentees and to represent absentees;
  - (ii) the money vested in the Curator of Vacant Estates;
  - (iii) the stay of proceeding;
  - (iv) the sale of movable and immovable property;
  - (v) the grant of lease;
  - (vi) the stay of executions of wills;
  - (vii) the purchase/borrow of property;
  - (viii) the control of executors of property; and
  - (ix) the handing over of property.
2. To attend Court sessions whenever summoned to represent an absentee or vacant succession.
3. To assist Appraisers appointed by the Court to carry out surveys of land which are connected to proceedings pending before the Court.
4. To deputise for the Curator of Vacant Estates, as and when required.
5. To attend meetings/committees as delegated by the Curator of Vacant Estates.
6. To effect site visits.
7. To assist the Curator of Vacant Estates in performing such other duties as stipulated in the Curatelle Act.
8. To use ICT in the performance of his duties.
9. 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 Assistant Curator of Vacant Estates in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 34,350 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 62,950 a month.

## **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 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.
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 Officer/Responsible Officer.
3. This advertisement together with the Application Form (PSC Form 7) are available on the website of the Public Service Commission at **<https://psc.govmu.org>**
4. Acknowledgement of applications will be made, as far as possible, by **e-mail**. Candidates are, therefore, advised to submit their e-mail address.
5. 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 candidate.**

## **VI. CLOSING DATE**

Application Forms should reach the Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest Side, **not later than 15 00 hours (local time) on Wednesday 03 November 2021.** Application Forms received after the specified closing date and time will **not** be considered.

**Date: 14 October 2021**

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