

PUBLIC SERVICE COMMISSION CIRCULAR NOTE NO. 76 OF 2021

Vacancy for Post of Deputy Director, Solid Waste Management Division Ministry of Environment, Solid Waste Management and Climate Change (Solid Waste Management Division)

Applications are invited from qualified officers of the Ministry of Environment, Solid Waste Management and Climate Change (Solid Waste Management Division) who wish to be considered for appointment as Deputy Director, Solid Waste Management Division in the Ministry.

II. QUALIFICATIONS

By selection from among officers in the grade of Principal Project Officer who –

- (a) are registered as Professional Engineer of Mauritius with the Council of Registered Professional Engineers of Mauritius under Section 13 of the Registered Professional Engineers Council Act No. 49 of 1965, as subsequently amended;
- (b) possess a Master's Degree in Environmental Engineering from a recognised institution or an equivalent qualification acceptable to the Public Service Commission;
- (c) reckon at least two years' experience in Solid Waste Management;
- (d) possess administrative, organising and leadership skills; and
- (e) have the ability to meet tight deadlines.

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 qualifications (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.**

III. ROLE AND RESPONSIBILITIES

To assist the Director, Solid Waste Management Division in the overall management of the Solid Waste Management Division and the design, development and implementation of waste management plans in line with the goals and objectives of the Ministry.

IV. DUTIES AND SALARY

1. To assist the Director, Solid Waste Management Division in –
 - (i) the day-to-day running of the Solid Waste Management Division;
 - (ii) the management of solid and hazardous waste collection, transfer and disposal;
 - (iii) the management of transfer stations, waste treatment and disposal sites and hazardous waste management facilities and identification of new disposal sites;
 - (iv) the coordination of waste minimisation, collection and operations carried out by Local Authorities;
 - (v) the management of contracts in respect of the projects of the Ministry;
 - (vi) the preparation of other works (including monitoring and evaluation) connected with bid exercises in respect of works/services that may be contracted out with regard to waste management; and
 - (vii) the application and enforcement of legislations on waste management.
2. To deputise for the Director, Solid Waste Management Division, as and when required.
3. To prepare reports and other technical documents in respect of the activities of the Ministry, as may be required.
4. To prepare draft proposals for technical assistance, project financing and Budget purposes.
5. To coordinate the implementation of projects in accordance with waste management policies and plans.
6. To carry out site inspections and evaluation of technical operations on the spot, as may be required.
7. To supervise and train technical staff.
8. To represent the Ministry on boards and committees and other appropriate fora.
9. To use ICT in the performance of his duties.

10. 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 Deputy Director, Solid Waste Management Division in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 68,000 x 1,800 – 69,800 x 2,000 – 75,800 x 2,150 – 82,250 x 3,000 – 88,250 x 3,125 – 94,500 a month.

V. FRINGE BENEFITS

The Deputy Director, Solid Waste Management Division is entitled to the following benefits:

- (i) 100% duty remission for the purchase of a car with petrol engine capacity of up to 1,601 c.c. once every five years;
- (ii) loan facilities for the first purchase of a car equivalent to 21 months' salary with interest rate at 3 % per annum refundable in 84 monthly instalments;
- (iii) a monthly travelling allowance of Rs 12,000 both for attending duty and for official travelling;
- (iv) passage benefits at the rate of 5% of the annual salary drawn;
- (v) refund of full amount of annual subscription fee to the Council of Registered Professional Engineers of Mauritius.

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 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. 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 Environment, Solid Waste Management and Climate Change (Solid Waste Management Division).
3. This circular 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.**

VII. 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 Monday 31 January 2022.** Application Forms received after the specified closing date and time will **not** be considered.

Date: 11 January 2022

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