

MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 96 OF 2021

Vacancy for Post of Chief Project Manager
Ministry of National Infrastructure and Community Development
(National Development Unit)

Applications are invited from qualified candidates who wish to be considered for appointment as Chief Project Manager in the Ministry of National Infrastructure and Community Development (National Development Unit).

II. AGE LIMIT

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

III. QUALIFICATIONS

Candidates should –

- (i) be registered as a Registered Professional Engineer of Mauritius in the field of Civil Engineering with the Council of Registered Professional Engineers of Mauritius under Section 13 of the Registered Professional Engineers Council Act No. 49 of 1965, and as subsequently amended;
- (ii) reckon at least 10 years' working experience in project management at senior professional level;
- (iii) possess strong leadership, managerial, communication and interpersonal skills and sound administrative and organising abilities; and
- (iv) have adequate knowledge in Information Technology with ability to operate engineering software.

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 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. ROLE AND RESPONSIBILITIES

To be responsible to the head of the Ministry for the effective overall implementation, management and co-ordination of projects of the Engineering Section of the Ministry of National Infrastructure and Community Development (National Development Unit).

V. DUTIES AND SALARY

1. To drive the conception and realisation of projects at the National Development Unit (NDU).
2. To tender timely technical advice and ensure the smooth running/operation of the Engineering Section of the Ministry.
3. To liaise with Parliamentary Private Secretaries, Local Authorities and other bodies for initiation of projects.
4. To act as co-ordinator between the NDU and other agencies regarding the smooth implementation of projects.
5. To oversee all building and civil engineering works undertaken by Consultancy firms on behalf of the NDU.
6. To monitor progress on projects and recommend corrective action, as and when required.
7. To analyse reports submitted by technical staff and advise management on follow-up action.
8. To prepare and submit progress reports at regular intervals to Management.
9. To prepare budget for building and civil engineering projects in line with the Programme-Based Budgeting.
10. To ensure that budget expenditure for projects is properly monitored.
11. To use ICT in the performance of his duties.
12. 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 Chief Project Manager in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 94,500 x 3,125 -103,875 a month.

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. 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.**

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

Date: 04 January 2022

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