

PUBLIC SERVICE COMMISSION CIRCULAR NOTE NO. 21 OF 2022

Vacancy for Post of Assistant Director of Sports
Ministry of Youth Empowerment, Sports and Recreation

Applications are invited from qualified officers of the Ministry of Youth Empowerment, Sports and Recreation who wish to be considered for appointment as Assistant Director of Sports in the Ministry.

II. QUALIFICATIONS

By selection from among officers in the grade of Senior Sports Officer who reckon at least four years' service in a substantive capacity in the grade and who –

- (i) possess leadership and managerial qualities;
- (ii) have the ability to motivate a team of officers; and
- (iii) have innovative capabilities.

III. ROLE AND RESPONSIBILITIES

To assist in the planning and the effective implementation of policies, programmes, projects and activities geared towards development of sports and leisure.

IV. DUTIES AND SALARY

1. To assist the Director of Sports in the promotion and development of sports in general.
2. To deputise for the Director of Sports, as and when required.
3. To assist the Director of Sports in the proper functioning of the Sports Section including management of staff.
4. To monitor the work/programmes of the officers of the Sports Cadre.
5. To plan and co-ordinate sports projects and programmes.
6. To be responsible for the organization of competitions and activities conducive to sports development.
7. To ensure the proper running of Sports Complexes/Infrastructure.
8. To be responsible for the organization of training courses for officers of the Sports Cadre.
9. To ensure the preparation of sports people in national, regional and international competitions.
10. To use ICT in the performance of his duties.

11. 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 Director of Sports in the roles ascribed to him.

Note

The Assistant Director of Sports is required to work at staggered hours including Sundays and Public Holidays.

The permanent and pensionable post carries salary in scale Rs 49,250 x 1,650 – 54,200 x 1,700 – 64,400 x 1,800 – 69,800 x 2,000 – 75,800 x 2,150 – 77,950 a month.

V. MODE OF APPLICATION

1. Qualified candidates should submit their application **electronically** via the website of the Public Service Commission at the following address: **<https://psc.govmu.org>**
2. Candidates are requested to follow the procedures that can be accessed through the **“How to Apply”** option on the above address.
3. Candidates **should** also submit a printed copy of their Application Form, **duly signed**, through the Permanent Secretary, Ministry of Youth Empowerment, Sports and Recreation.
4. 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**.
5. 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**.
6. Candidates are also advised to read carefully the **“NOTES AND INSTRUCTIONS FOR ONLINE APPLICATION (in response to PSC Circular Notes)”** 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.**

VI. CLOSING DATE

Online Applications should be submitted **not later than 15 00 hours (local time) on Monday 02 May 2022**. Applications received after the specified closing date and time will **not** be considered.

Date:12 April 2022

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