

PUBLIC SERVICE COMMISSION CIRCULAR NOTE NO. 19 OF 2022

Vacancy for Post of Station Officer
Civil Aviation Department

Applications are invited from qualified officers of the Civil Aviation Department who wish to be considered for appointment as Station Officer in the Department.

II. QUALIFICATIONS

By selection from among officers in the grade of Maintenance Supervisor (Communication, Navigation and Surveillance) who reckon at least two years' service in a substantive capacity in the grade and who -

- (i) are fully conversant with latest developments in the field of Communication, Navigation and Surveillance;
- (ii) have a good knowledge and understanding of electrical/mechanical plants and system;
- (iii) possess managerial and leadership skills; and
- (iv) possess organising and good interpersonal and communication skills.

III. DUTIES AND SALARY

1. To be responsible for the day-to-day running of the maintenance sections (Communication, Navigation and Surveillance/Electrical/Mechanical) of the Department.
2. To be responsible for the installation, maintenance and repairs of all equipment and systems (Communication, Navigation and Surveillance/Electrical/Mechanical) in the Department.
3. To supervise the installation, maintenance and repairs of all masts, towers and aerial systems.
4. To be responsible for the evolution, monitoring and updating of maintenance schedules and repair and calibration manuals.
5. To examine reports received from subordinates and arrange for and supervise the implementation of remedial action or corrective measures, as required.
6. To ensure that spare parts, materials and test equipment are available and judiciously used.

7. To use ICT in the performance of his duties.
8. 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 Station Officer in the roles ascribed to him.

Note

1. The Station Officer may be required to work outside normal working hours including at night, on Saturdays, Sundays, Public Holidays and officially declared cyclone days and during emergencies.
2. The Station Officer may be required to follow such theoretical, practical or on-the-job training courses, as may be approved and arranged by the Department.
3. The Station Officer may be sent on assignment to Rodrigues or any of the Outer Islands of the Republic of Mauritius.

The permanent and pensionable post carries salary in scale Rs 38,400 x 950 – 42,200 x 1,300 – 46,100 x 1,575 – 49,250 x 1,650 – 54,200 x 1,700 – 59,300 a month.

IV. 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 Director of Civil Aviation.
4. For queries regarding **Username and 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.**

V. CLOSING DATE

Online Applications should be submitted **not later than 15 00 hrs (local time) on Tuesday 26 April 2022.** Applications received after the specified closing date and time will **not** be considered.

Date: 06 April 2022

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