

MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 96 of 2022

Vacancy for Post of Manager XBRL
Ministry of Finance, Economic Planning and Development
(Corporate and Business Registration Department)

Applications are invited from qualified candidates who wish to be considered for appointment as Manager XBRL in the Ministry of Finance, Economic Planning and Development (Corporate and Business Registration Department).

II. AGE LIMIT

Candidates, unless already in the Service, should not have reached their **45th** birthday by the closing date for the submission of applications.

III. QUALIFICATIONS

A. Candidates should possess a pass at the final examinations required for admission to membership of one of the following bodies –

- (i) The Institute of Chartered Accountants of England and Wales
- (ii) The Institute of Chartered Accountants of Scotland
- (iii) The Institute of Chartered Accountants of Ireland
- (iv) The Association of Chartered Certified Accountants
- (v) The Chartered Institute of Management Accountants
- (vi) The Chartered Institute of Public Finance and Accountancy

OR

an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should –

- (i) be registered with the Mauritius Institute of Professional Accountants (MIPA) in accordance with Section 51 of the Financial Reporting Act;
- (ii) have a strong understanding of International Financial Reporting Standards (IFRS)/International Accounting Standards Board (IASB) regulations and application of XBRL in the filing, retrieval and use of financial statements or any similar application;
- (iii) have a knowledge of the application of the Companies Act;

- (iv) have the ability to organise and work efficiently as a team leader and meet tight deadlines; and
- (v) be computer literate.

NOTE

1. **Candidates should submit a copy of their certificate of registration with the Mauritius Institute of Professional Accountants (MIPA) together with their Application Form.**
2. Candidates should produce written evidence of knowledge claimed.
3. **The onus for the submission of written evidence of 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 knowledge claimed and Equivalence Certificate, as appropriate, by the closing date.**
4. Candidates may be required to take part in a written examination.
5. 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 in charge of the XBRL Unit and to implement policies relating to financial reporting by companies.

V. DUTIES AND SALARY

1. To report to and be responsible to the Registrar of Companies for the implementation of all decisions relating to filing of financial statements via the XBRL system and/or any relevant system.
2. To advise the Registrar of Companies on any matter relating to the policy issues on the implementation of any accounting system.
3. To vet all financial statements submitted in the XBRL format and/or any other format.
4. To advise on the acceptability of financial statements submitted via the XBRL system and any other system.

5. To ensure that the stakeholders concerned comply with the relevant regulations/practice directions governing the extensible Business Reporting Language (XBRL) and any similar applications.
6. To respond to queries on XBRL and any related system from audit firms, management companies and other stakeholders.
7. To provide training on XBRL to representatives of audit firms, management companies, accountants, company secretaries and other professionals.
8. To assist audit firms, management companies, accountants and other professionals in using the iFile tool.
9. To generate reports and prepare statistics on XBRL.
10. To supervise the work of a team of officers in the XBRL Unit and provide training and coaching/guidance to them.
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 Manager XBRL in the roles ascribed to him.

Note

In case of a force majeure/public emergency, the Manager XBRL is required to be available to provide his services to ensure business continuity either through work from home, remote working, working online or work performed through any other IT system.

The permanent and pensionable post carries salary in scale Rs 30,700 x 825 – 35,650 x 900 – 37,450 x 950 – 42,200 x 1,300 – 46,100 x 1,575 – 49,250 x 1,650 – 54,200 x 1,700 – 64,400 x 1,800 – 69,800 a month.

VI. MODE OF APPLICATION

1. Qualified candidates are advised to submit their application **electronically** at the following address:
<https://psc.govmu.org>
2. Candidates may also apply electronically at the Enquiry Counter of the Public Service Commission, 7, Louis Pasteur Street, Forest Side from **09 00 hours to 15 30 hours on weekdays and not later than 15 00 hours on the closing date.**
3. Candidates are requested to follow the procedures that can be accessed through the **“How to Apply”** option on the above address.

4. Candidates already in the service **should** also submit a printed copy of their electronic Application Form, **duly signed**, through their respective Supervising Officer/Responsible Officer.
5. Acknowledgement of applications will be made, as far as possible, by **e-mail**. Candidates are, therefore, advised to submit their e-mail address.
6. 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**.
7. 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**.
8. Candidates are also advised to read carefully the **“NOTES AND INSTRUCTIONS FOR ONLINE APPLICATION (in response to Public Advertisement)”** 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.**
9. The Commission reiterates its request to candidates to submit their application electronically. However, qualified candidates not applying online may 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.

VII. CLOSING DATE

Applications should reach the Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest Side, **not later than 15 00 hours (local time) on Wednesday 25 January 2023.** Applications received after the specified closing date and time will **not** be considered.

Date: 05 January 2023

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