PUBLIC SERVICE COMMISSION CIRCULAR NOTE NO. 04 OF 2023

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

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

II. QUALIFICATIONS

A. By selection from among –

(a) (i) officers in the grade of Deputy Director of Environment who reckon at least two years' service in a substantive capacity in the grade or an aggregate of at least five years' service in a substantive capacity in the grade of Deputy Director of Environment and the grade of Divisional Environment Officer or Divisional Scientific Officer (Environment); and

(ii) officers in the grades of Divisional Environment Officer and Divisional Scientific Officer (Environment) who reckon at least eight years' service in a substantive capacity in their respective grade

AND

(b) candidates who –

(i) possess a Master’s degree in Climate Change or Climate Science or Climate Change Management and Economics or Environmental Economics and Climate Change or Environmental Science or Environmental Management or Sustainable Development or Environmental Engineering from a recognised institution or an equivalent qualification acceptable to the Public Service Commission;

(ii) reckon at least ten years’ experience in the management of climate change, sustainable development and environment related matters; and

(iii) are computer literate.

B. Candidates should –

(i) possess good leadership and managerial skills;
(ii) be able to provide clear strategic direction in attaining objectives;
(iii) possess good interpersonal and communication skills and be able to establish and maintain effective working relationships with people of different backgrounds;
(iv) be able to adopt a multi-disciplinary approach to decision-making and take prompt decisions; and
(v) be proactive and 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 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.

III. ROLE AND RESPONSIBILITIES

To be responsible for the overall control and management of the Department of Climate Change and for making recommendation on policies relating to climate change in line with the goals and objectives of the Ministry and the Climate Change Act.

IV. DUTIES AND SALARY

1. To be responsible for –
   (i) the control, management and administration of the day-to-day business of the Department of Climate Change;
   (ii) the timely execution of Government policies and projects on climate change; and
   (iii) the proper staffing of the Department of Climate Change and to ensure that human resources are being utilised in the most efficient and effective manner.
To carry out the duties and functions as stipulated in the Climate Change Act.

3. To advise on –
   (i) the framing of appropriate Climate Change legislation in line with Government policies for the Department of Climate Change;
   (ii) the formulation of policy for the management of the Department of Climate Change; and
   (iii) appropriate training and development programmes for the Professional/Technical Staff of the Department.

4. To attend inter-ministerial meetings and Statutory Board meetings.

5. To carry out site visits, as and when required.

6. To use ICT in the performance of his duties.

7. 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 Director, Climate Change in the roles ascribed to him.

Note

1. The Director, Climate Change may be required to work outside normal working hours, including Saturdays, Sundays, Public Holidays and during cyclonic periods, natural calamities and during emergencies.

2. In case of a force majeure/public emergency, the Director, Climate Change 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 a flat salary of Rs 119,500 a month.

V. 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. Application Forms should be submitted 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 circular together with the Application Form (PSC Form 7) are available on the website of the Public Service Commission at [https://psc.govmu.org](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.**

VI. **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 Thursday 02 March 2023.** Application Forms received after the specified closing date and time will **not** be considered.

Date: 10 February 2023

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