

PUBLIC SERVICE COMMISSION CIRCULAR NOTE NO. 01 OF 2023

Vacancy for Post of Deputy Director, Forensic Science Laboratory
Prime Minister's Office
(Rodrigues, Outer Islands and Territorial Integrity Division)

Applications are invited from qualified officers of the Forensic Science Laboratory who wish to be considered for appointment as Deputy Director, Forensic Science Laboratory in the Forensic Science Laboratory, Prime Minister's Office (Rodrigues, Outer Islands and Territorial Integrity Division).

II. QUALIFICATIONS

By selection from among officers in the grade of Chief Forensic Scientist who reckon at least three years' service in a substantive capacity in the grade and who –

- (i) are conversant with the latest developments in the field of Forensic Science;
- (ii) possess managerial and leadership qualities;
- (iii) possess good communication and interpersonal skills; and
- (iv) have the ability to motivate a team of officers.

III. ROLE AND RESPONSIBILITIES

To assist in all managerial assignments relating to the provision of the best possible forensic/investigative services to the criminal justice community.

IV. DUTIES AND SALARY

1. To deputise for and understudy the Director, Forensic Science Laboratory.
2. To assist the Director, Forensic Science Laboratory in –
 - (i) the formulation of policies, plans and strategies relating to Forensic Science;
 - (ii) the general administration and management of the Forensic Science Laboratory;
 - (iii) matters of human resources and capacity building including appropriate training needs of the staff;
 - (iv) the appraisal, preparation and timely execution and supervision of case studies assigned to the Forensic Science Laboratory and reporting thereon; and

- (v) the continuous upgrading of the services provided by Forensic Science Laboratory in line with international standards.
- 3. To carry out site visits and attend scenes of crime.
- 4. To attend boards, meetings and Court, as and when required.
- 5. To use ICT in the performance of his duties.
- 6. 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 Deputy Director, Forensic Science Laboratory in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 68,000 x 1,800 – 69,800 x 2,000 – 75,800 x 2,150 – 82,250 x 3,000 – 88,250 x 3,125 – 94,500 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. Applications should be submitted **in duplicate**, the original to be sent directly to the Secretary, Public Service Commission and the duplicate through the Permanent Secretary, Prime Minister's Office (Rodrigues, Outer Islands and Territorial Integrity Division).
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>**
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 Monday 30 January 2023**. Application Forms received after the specified closing date and time will **not** be considered.

Date: 16 January 2023

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