

Vacancies for the Post of Prisons Welfare Officer
Mauritius Prison Service

Applications are invited from qualified officers of the Mauritius Prison Service who wish to be considered for appointment as Prisons Welfare Officer in the Mauritius Prison Service.

II. QUALIFICATIONS

By selection from among officers of the Mauritius Prison Service who are members of the Disciplined Force who:-

- (i) reckon at least five years' service in a substantive capacity in the Mauritius Prison Service;
- (ii) possess a Cambridge School Certificate including passes in French and Mathematics or Principles of Accounts obtained on one certificate or passes in English Language, French and Mathematics or Principles of Accounts obtained on one certificate at the General Certificate of Education "Ordinary Level" or an equivalent qualification acceptable to the Disciplined Forces Service Commission; and
- (iii) have proven experience in social and welfare work.

III. DUTIES AND SALARY

1. To assist the Officer-in-Charge of the institution in the training and welfare of detainees.
2. To maintain contact between the detainees and their families.
3. To establish and maintain links with prospective employers and the Probation Service.
4. To prepare detainees for discharge.
5. To assist in updating the system for the overall rehabilitation of detainees.
6. To deal with the legal, social and family problems of detainees and liaise with their families.
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 Prisons Welfare Officers in the roles ascribed to them.

The permanent and pensionable post carries salary in the 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 – 50,900 a month.

IV. MODE OF APPLICATION

1. Qualified candidates should submit their application on **DFSC 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 and Disciplined Forces 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, Disciplined Forces Service Commission and the duplicate through the Commissioner of Prisons, Mauritius Prison Service.
3. This circular together with the Application Form (DFSC Form 7) are available on the website of the Disciplined Forces 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.**

V. CLOSING DATE

Application Forms should reach the Secretary, Disciplined Forces Service Commission, 7, Louis Pasteur Street, Forest Side, **not later than 15 00 hours (local time) on Wednesday 09 August 2023.** Application Forms received after the specified closing date and time will **not** be considered.

Date: 20 July 2023

Disciplined Forces Service Commission,
7, Louis Pasteur Street,
FOREST SIDE.