

**MAURITIUS PUBLIC SERVICE**

**PUBLIC ADVERTISEMENT NO. 131 OF 2023**

**Vacancies for Post of Data Protection Officer/Senior Data Protection Officer  
Ministry of Information Technology, Communication and Innovation**

Applications are invited from qualified candidates who wish to be considered for appointment as Data Protection Officer/Senior Data Protection Officer in the Ministry of Information Technology, Communication and Innovation.

**II. AGE LIMIT**

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

**III. QUALIFICATIONS**

Candidates should -

- (i) possess a degree in Computer Science or Computer Engineering or Information Systems or Information Technology or Software Engineering or Systems Networking or IT Networking or Digital Networking or Computer Networking or IT Forensics or Digital Forensics or Data Science or Computing and Law from a recognised institution or an equivalent qualification acceptable to the Public Service Commission;
- (ii) reckon at least five years' post-qualification experience in Information Technology and data processing;
- (iii) have good analytical skills; and
- (iv) possess good interpersonal and communication skills.

**Note**

1. Candidates should produce written evidence of experience claimed.
2. **The onus for the submission of written evidence of experience 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 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.

#### **IV. ROLE AND RESPONSIBILITIES**

To be responsible for all matters relating to data protection compliance, inspections and investigations in line with the Data Protection Act.

#### **V. DUTIES AND SALARY**

1. To be responsible for the performance of the following duties –
  - (a) to investigate any complaint or information which may give rise to a suspicion that an offence may be committed and swear on information in respect of an offence under the Data Protection Act;
  - (b) to carry out –
    - (i) registration activities, including online registration;
    - (ii) inspections and assessments of the security measures imposed on controllers and processors;
    - (iii) periodical audits of the systems of controllers and processors to ensure compliance with the data protection principles specified in the Act and carry out protection certifications; and
    - (iv) research activities on IT and data security;
  - (c) to effect service of enforcement notices on controllers or processors;
  - (d) to enter and search any premises for the purposes of discharging any duties under the Act;
  - (e) to provide training to controllers and processors;
  - (f) to take such measures, as may be necessary, to bring the provisions of the Data Protection Act to the knowledge of the general public;
  - (g) to provide assistance and advice to other regulators to ensure that security and other measures implemented are in line with data protection principles and prepare advice on high risk processing operations and personal data breaches;
  - (h) to manage data protection compliance in accordance with the Data Protection Act; and
  - (i) to cooperate with supervisory authorities of other countries, to the extent necessary for the performance of his duties under the Data Protection Act, in particular by exchanging relevant information in accordance with any other related enactment.

2. To assist the Data Protection Commissioner in the performance of his duties.
3. To attend to all matters relating to inspection, investigation and prosecution in line with the Data Protection Act.
4. To prepare materials for submission to the Director of Public Prosecutions.
5. To secure evidence for admissibility in Court and apply for prosecution order.
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 Data Protection Officer/Senior Data Protection Officer in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 29,875 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 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 Maturin, Rodrigues **or** from the offices of the Mauritius High Commissions/Embassies overseas.
2. Candidates already in the service **should** submit their Application Form **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 advertisement 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.**

**VII. 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 Tuesday 24 October 2023**. Application Forms received after the specified closing date and time will **not** be considered.

**Date: 04 October 2023**

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