

## **MAURITIUS PUBLIC SERVICE**

### **PUBLIC ADVERTISEMENT NO. 148 OF 2023**

#### **Vacancy for Post of Legal Executive** **Ministry of Information Technology, Communication and Innovation**

Applications are invited from qualified candidates who wish to be considered for appointment as Legal Executive 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 possess a degree in Law or Law and Management or an equivalent qualification acceptable to the Public Service Commission.

#### **NOTE**

1. **The onus for the submission of 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 Equivalence Certificate, as appropriate, by the closing date.**
2. Candidates may be required to take part in a written examination.
3. 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 assist the Data Protection Commissioner on legal issues as well as oversee the legal activities of the Office.

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

1. To assist the Data Protection Commissioner in the performance of duties of a legal nature in accordance with the Data Protection Act.
2. To issue codes of practice or guidelines for the purposes of the Data Protection Act.

3. To exercise control on all data processing activities and carry out research on legal aspects of data protection.
4. To promote self-regulation among controllers and processors.
5. To investigate into any complaint or information received, to prepare and swear on information in respect of an offence under the Data Protection Act and prepare relevant documents for submission in Court.
6. To provide legal assistance and advice on compliance with the Data Protection Act and high risk processing operations and personal data breaches.
7. To draft enforcement notices and applications for warrants.
8. To provide training to controllers and processors and take such measures as may be necessary to bring the provisions of the Data Protection Act to the knowledge of the general public.
9. 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 enactment.
10. To use ICT in the performance of his duties.
11. 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 Legal Executive in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 27,400 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 – 62,700 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 Mathurin, 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 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 Thursday 16 November 2023**. Application Forms received after the specified closing date and time will **not** be considered.

**Date: 27 October 2023**

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