

**MAURITIUS PUBLIC SERVICE**

**PUBLIC ADVERTISEMENT NO. 13 OF 2024**

**Vacancy for Post of Regulatory Officer**  
**Attorney-General's Office**

Applications are invited from qualified candidates who wish to be considered for appointment as Regulatory Officer in the Attorney-General's Office.

**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 –

- A. possess a degree in Law from a recognised institution or an equivalent qualification acceptable to the Public Service Commission; and
- B. (i) reckon at least two years' experience in Anti-Money Laundering/ Combating Financing of Terrorism matters;  
(ii) possess good organising skills;  
(iii) possess good interpersonal and communication skills;  
(iv) have the ability to meet tight deadlines; and  
(v) be computer literate.

**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 qualifications (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.

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

To assist the Chief Legal Secretary in ensuring that the Registered Law firms are compliant with the relevant laws and established rules/regulations and guidelines in force.

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

1. To lead and effect regular inspections of law firms.
2. To verify internal audit controls of law firms.
3. To contravene law firms which are not abiding by the laws.
4. To carry out preparatory works prior to the conduct of the inspections.
5. To lead and carry out follow-up inspections.
6. To prepare –
  - (i) inspection reports of post-site visits to law firms;
  - (ii) follow-up reports; and
  - (iii) follow-up inspection reports.
7. To update Anti-Money Laundering/Combating Financing of Terrorism database.
8. To assist in –
  - (i) the outreach for law firms; and
  - (ii) the training programmes related to Anti-Money Laundering/Combating Financing of Terrorism for law firms and staff of the Attorney-General's Office.
9. To use ICT in the performance of his duties.
10. 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 Regulatory Officer 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 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 26 March 2024**. Application Forms received after the specified closing date and time will **not** be considered.

**Date: 06 March 2024**

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