

PUBLIC ADVERTISEMENT NO. 80 of 2024

Vacancies for Post of Architect/Senior Architect
Ministry of National Infrastructure and Community Development
(National Infrastructure Division)

Applications are invited from qualified candidates who wish to be considered for appointment as Architect/Senior Architect in the National Infrastructure Division of the Ministry of National Infrastructure and Community Development.

II. AGE LIMIT

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

III. QUALIFICATIONS

Candidates should –

- (i) be registered as Professional Architect with the Professional Architects' Council under Section 19 of the Professional Architects' Council Act (No. 7 of 2011), as subsequently amended;
- (ii) have good knowledge and experience in the design and supervision of building projects; and
- (iii) reckon experience in Computer Aided Design Software.

NOTE

1. Candidates should produce written evidence of knowledge/experience claimed.
2. **Candidates should submit a copy of their registration certificate as Professional Architect together with their Application Form.**
3. **The onus for the submission of written evidence of experience/knowledge claimed rests on the candidates. Applications will not be considered in case of non-submission of written evidence of experience/knowledge claimed by the closing date.**
4. Candidates may be required to take part in a written examination.
5. The Commission reserves the right not to make any appointment following this advertisement.

IV. DUTIES AND SALARY

1. To perform, under the general supervision and direction of Lead Architects, the following duties –
 - (i) to design and supervise minor building projects;
 - (ii) to assist in the design and supervision of complex building projects;
 - (iii) to arrange for surveys of sites of existing buildings;
 - (iv) to liaise with other members of the building implementation team, for preparation of drawings and supervision of projects;
 - (v) to assist in the administration of building contracts;
 - (vi) to participate in evaluation of bids organised by the Departmental Bids Committee of the National Infrastructure Division of the Ministry; and
 - (vii) to attend meetings and committees, as and when required.
2. To use ICT in the performance of his duties.
3. 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 Architect/Senior Architect in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 33,175 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.

Note

Architect/Senior Architects may be outposted to any Ministry/Department where their services will be required. They will be responsible administratively to the Head of the Ministry/Department where they are posted. For the technical aspects of their duties, they will, as and when required, seek guidance/assistance of senior officers of the Architecture Cadre posted to the Ministry of National Infrastructure and Community Development (National Infrastructure Division).

V. FRINGE BENEFITS

Architect/Senior Architects are entitled to the following benefits: -

- (a) 100% duty remission for the purchase of a car with engine capacity of up to 1500 cc once every seven years or a monthly car allowance of Rs 3,980 in lieu of duty remission;
- (b) loan facilities for the first purchase of a car equivalent to 21 months' salary with interest rate at 3% per annum, refundable in 84 monthly instalments;

- (c) a monthly travelling allowance of Rs 13,200 or refund of mileage at approved rate together with a monthly commuted allowance of Rs 3,260 in case the officers perform official travelling during the month;
- (d) passage benefits at the rate of 5% of the annual salary drawn; and
- (e) refund of the full amount of annual subscription fee payable to the Council of Registered Professional Architects of Mauritius.

VI. MODE OF APPLICATION

1. Qualified candidates are advised to submit their application **electronically** at the following address:
<https://psc.govmu.org>
2. Candidates may also apply electronically at the Enquiry Counter of the Public Service Commission, 7, Louis Pasteur Street, Forest Side from **09 00 hours to 15 30 hours on weekdays and not later than 15 00 hours on the closing date.**
3. Candidates are requested to follow the procedures that can be accessed through the **“How to Apply”** option on the above address.
4. Candidates already in the service **should** also submit a printed copy of their electronic Application Form, **duly signed**, through their respective Supervising Officer/Responsible Officer.
5. Acknowledgement of applications will be made, as far as possible, by **e-mail**. Candidates are, therefore, advised to submit their e-mail address.
6. For queries regarding **Username and Password**, the Government Online Centre (GOC) may be contacted on the e-mail address **support@ncb.mu** or on phone number **454 9955**.
7. For **technical support and other queries**, the helpdesk of the Public Service Commission may be contacted on the e-mail address **pdsc@govmu.org** or phone number **670 9705** or fax number **670 3417**.
8. Candidates are also advised to read carefully the **“NOTES AND INSTRUCTIONS FOR ONLINE APPLICATION (in response to Public Advertisement)”** before filling in the Application Form. Care should be taken to fill in the online Application Form correctly. **Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the candidate.**

9. The Commission reiterates its request to candidates to submit their application electronically. However, qualified candidates not applying online may 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.

VII. CLOSING DATE

Applications should reach the Secretary, Public Service Commission, 7, Louis Pasteur Street, Forest Side, **not later than 15 00 hours (local time) on Wednesday 23 October 2024.** Applications received after the specified closing date and time will **not** be considered.

Date: 03 October 2024

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