PUBLIC SERVICE COMMISSION CIRCULAR NOTE NO. 79 OF 2026

Vacancies for Post of Supervisor, Operations Support Services (on shift)
Ministry of Health and Wellness

Applications are invited from qualified serving officers who wish to be considered for appointment as Supervisor, Operations Support Services (on shift) in the Ministry of Health and Wellness.

II. QUALIFICATIONS

A. By selection from among serving officers who reckon at least four years' service in a substantive capacity in their respective grade and who possess a Cambridge Higher School Certificate or passes in at least two subjects obtained on one Certificate at the General Certificate of Education "Advanced Level" or an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should -

(i) possess a valid driving licence (manual gear) to drive cars;

(ii) possess good supervisory and organising skills;

(iii) have the ability to resolve problems promptly; and

(iv) possess good interpersonal and communication skills.

NOTE

The onus for the submission of equivalence of qualification (if applicable) from the relevant authorities (Higher Education Commission or Mauritius Qualifications Authority) rests with the candidates. Applications will not be considered in case of non-submission of Equivalence Certificate, as appropriate, by the closing date.

III. DUTIES AND SALARY

1. To be responsible to the Co-ordinator (Operations Support Services)/officer responsible for Transport activities for planning, organising and supervising transport operational activities, including logistics and maintenance in hospitals and other health institutions.

2. To make transport arrangement for patients.

3. To fill and control log books of all vehicles.

4. To perform all the duties related to the issue of fuel to all vehicles.

5. To prepare daily and weekly schedule of work for drivers posted in hospitals and other health institutions while ensuring fair distribution of work.

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6. To ensure that all the vehicles attached to the hospitals and other health institutions are in proper running condition.

7. To ensure timely servicing of all vehicles.

8. To operate the Fleet Management System.

9. To use ICT in the performance of his duties.

10. To perform any other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Supervisor, Operations Support Services (on shift) in the roles ascribed to him.

Note

Supervisors, Operations Support Services (on shift) will be required to work on shift covering a 24-hour service including Saturdays, Sundays and Public Holidays and officially declared cyclone days.

The permanent and pensionable post carries salary in scale Rs 27,265 x 320 – 28,865 x 350 – 30,965 x 400 – 31,765 x 425 – 33,040 x 560 – 35,840 x 725 – 37,290 x 925 – 39,140 x 970 – 46,900 x 1,050 – 49,000 x 1,100 – 51,200 a month.

However, for the year 2026, the discounted initial salary would be Rs 25,433.

IV. MODE OF APPLICATION

1. Qualified candidates should submit their application **electronically** *via* the website of the Public Service Commission at the following address:

   https://psc.govmu.org

2. Candidates are requested to follow the procedures that can be accessed through the **"How to Apply"** option on the above address.

3. Candidates **should** also submit a printed copy of their Application Form, **duly signed**, through their respective Supervising Officer/Responsible Officer.

4. For any queries regarding **Maupass**, the Government Online Centre (GOC) may be contacted on the e-mail address **support@goc.govmu.org** or on phone number **454 9955**.

5. For **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.**

6. Candidates are also advised to read carefully the **"NOTES AND INSTRUCTIONS FOR ONLINE APPLICATION (in response to PSC Circular Notes)"** 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**.

V. CLOSING DATE

Online Applications should be submitted **not later than 15 00 hours *(local time)* on Tuesday 24 November 2026**. Applications received after the specified closing date and time will **not** be considered.

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

Date: 04 November 2026