

MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 77 OF 2026

Vacancy for Post of Project Officer **Ministry of Tertiary Education, Science and Research**

Applications are invited from qualified candidates who wish to be considered for appointment as Project Officer in the Ministry of Tertiary Education, Science and Research.

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

- A. A Master's Degree in Marketing or Economics or Business Administration or Public Policy and Administration from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
- B. Candidates should –
- (i) possess good leadership, communication and interpersonal skills;
 - (ii) possess good analytical skills and have the ability to think proactively;
 - (iii) have knowledge in national and international tertiary education norms and standards;
 - (iv) have experience in quality audit; 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 with 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. 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. DUTIES AND SALARY

1. To conduct research on the potential for recruitment of students from other countries, including market research.
2. To design and implement appropriate tools for marketing the activities of the Study Mauritius Office.
3. To provide support for the preparation of policy and strategy documents with a view to promoting Mauritius as a foreign destination for higher education.
4. To establish a database of foreign students studying in Mauritius.
5. To conduct annual reviews of seats available for foreign students.
6. To provide advice and guidance to foreign students wishing to study in Mauritius.
7. To prepare communication strategy to promote Mauritius as a study destination.
8. To carry out marketing and promotion activities for the recruitment of foreign students.
9. To set up and be in charge of a Documentation/Information Unit to provide all relevant information to students.
10. To assist in the organization of conferences, seminars, workshops on Mauritian higher education.
11. To act as link between the Ministry and Tertiary Education Institutions.
12. To prepare inputs for the Ministry's website as well as newsletters, e-journals, documentaries, video clips and publicity materials meant for students.
13. To assist in strategic planning and decision making.
14. To establish, monitor, evaluate rules and update procedures for customer service excellence.
15. To use ICT in the performance of his duties.

16. 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 Project Officer in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 37,290 x 925 – 39,140 x 970 – 46,900 x 1,050 – 49,000 x 1,100 – 54,500 x 1,450 – 58,850 x 1,750 – 62,350 x 1,850 – 67,900 x 1,900 – 75,500 x 2,250 – 77,750 a month.

However, for the year 2026, the discounted initial salary would be Rs 35,353.

V. 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 and Administrative 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.**

VI. 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 Wednesday 18 November 2026.** Application Forms received after the specified closing date and time will **not** be considered.

Date: 29 October 2026

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