MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO. 85 OF 2026

Vacancy for Post of Programme Officer, National AIDS Secretariat
Ministry of Health and Wellness

Applications are invited from qualified candidates who wish to be considered for appointment as Programme Officer, National AIDS Secretariat in the Ministry of Health and Wellness.

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 degree in Sociology or Health Sciences or Management from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should –

(i) possess good communication, interpersonal and supervisory skills;

(ii) possess the ability to analyse, interpret and present information in a clear, logical and accurate manner;

(iii) be familiar with projects relating to HIV/AIDS at national level; and

(iv) be computer literate.

NOTE

1. Candidates should produce written evidence of knowledge claimed.

2. **The onus for the submission of written evidence of 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 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. DUTIES AND SALARY

To ensure the proper planning, development and assessment of project work plans of the National AIDS Secretariat.

1. To be responsible to the National HIV/AIDS Co-ordinator for the following duties –

   (i) to assist in the planning and coordination of activities for the effective implementation of the national programme within participating line Ministries/Non-Governmental Organisations (NGOs)/Community Based Organisations (CBOs) at national and regional levels;

   (ii) to compile for the National AIDS Secretariat (NAS) the annual project work plan and regular project progress reports for submission through the National HIV/AIDS Co-ordinator, to the World Bank (WB) and other financiers;

   (iii) to ensure adherence to the project implementation plan and attainment of project objectives by all participating stakeholders;

   (iv) to identify the training needs of participating line Ministries/NGOs/CBOs, People Living With AIDS (PLWA) groups and assist in the selection of candidates for technical assistance and training;

   (v) to enhance intra-sectoral and inter-sectoral coordination of project activities to meet project objectives;

   (vi) to represent the National HIV/AIDS Co-ordinator in meetings of AIDS Committees and sign documents on behalf of the National HIV/AIDS Co-ordinator when designated;

   (vii) to maintain an updated inventory of project equipment and ensure regular maintenance of project vehicles and equipment; and

   (viii) to supervise national programme facilitators.

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 Programme Officer, National AIDS Secretariat 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 Tuesday 08 December 2026**. Application Forms received after the specified closing date and time will **not** be considered.

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

Date: 18 November 2026