

MAURITIUS PUBLIC SERVICE

PUBLIC ADVERTISEMENT NO.172 OF 2023

NOTICE OF VACANCY

**Appointment as Prisons Officer/Senior Prisons Officer and
Woman Prisons Officer/Senior Woman Prisons Officer
in the Rodrigues Regional Assembly (Prisons and Reform Institutions)**

The public is hereby informed that the Disciplined Forces Service Commission will conduct a selection exercise for the recruitment of suitably qualified Rodriguan **MALE and FEMALE** candidates for appointment in the grades of **Prisons Officer/Senior Prisons Officer and Woman Prisons Officer/Senior Woman Prisons Officer** in the **Rodrigues Regional Assembly (Prisons and Reform Institutions)**.

2. Age limit, Qualifications & Other Requirements

2.1 Candidates should have reached their **18th** birthday and should **not** have reached their **30th** birthday on **15 January 2024**.

2.2 Candidates should –

A. possess a Cambridge School Certificate with at least a pass in English Language, French Language and Mathematics or Principles of Accounts or Passes obtained on one certificate at the General Certificate of Education “Ordinary Level” either (i) in five subjects including English Language, French Language and Mathematics or Principles of Accounts with at least Grade C in any two subjects or (ii) in six subjects including English Language, French Language and Mathematics or Principles of Accounts with at least Grade C in any one subject or an equivalent qualification acceptable to the Disciplined Forces Service Commission.

B. (i) have a good physique with their Body Mass Index (BMI) values ranging between **18.50** and **27.50**;

(ii) satisfy the following minimum physical requirements –

For Male Candidates

Height: 1 m 70

Chest Measurement: 84 cm (normal inspiration)

For Female Candidates

Height: 1 m 63

(iii) be able to undergo strenuous physical exercise;

- (iv) have a normal eyesight (without glasses or contact lenses); and
- (v) be computer literate.

Candidates should produce written evidence of knowledge claimed.

C. The formula for the calculation of the **Body Mass Index (BMI)** is:

$$\text{BMI} = \frac{\text{W (in kg)}}{\text{H}^2 \text{ (in metre)}} \quad \text{where W is the weight and H is the height of the candidate}$$

NOTE 1

Candidates should **not** bear tattoos on visible parts of their body whilst wearing uniform/uniform with short sleeves on and after joining the Prisons and Reform Institutions in the Rodrigues Regional Assembly.

3. **Mode of Application, Physical Measurement Test, Verification of Documents and Physical Aptitude Test.**

3.1 All qualified MALE and FEMALE candidates who wish to apply for appointment as **Prisons Officer/Senior Prisons Officer** and **Woman Prisons Officer/Senior Woman Prisons Officer** are requested **to call in person at Malabar Gymnasium, Malabar** between **08 30 to 12 00 hours** according to the schedule given below **to register themselves as candidate and to fill in an Application Form** and have their birth and educational certificates verified. Thereafter, those who are eligible will undergo a Physical Measurement Test (PMT) to ascertain whether they satisfy the physical requirements prescribed for the grades:-

- (a) **MALE** candidates – Tuesday 16 January 2024
- (b) **FEMALE** candidates – Wednesday 17 January 2024

3.2 Candidates should bring along with them a recent passport size photograph together with the **originals** of their:

- (i) National Identity Card;
- (ii) Birth Certificate and Marriage Certificate (where applicable);
- (iii) Cambridge SC/GCE “Ordinary Level” [*plus HSC/GCE “Advanced Level” and higher qualifications, if any*]; and
- (iv) Evidence of computer literacy.

Note: 1. Candidates should wear sports shorts or training suits at the PMT.

2. Failure to produce originals of required documents may entail disqualification.

3. Candidates who qualify at the PMT will be handed over a letter of convocation for a Physical Aptitude Test (PAT) to be held at the Camp du Roi Stadium at 08 00 hours on:

- Wednesday 17 January 2024 – Male candidates
- Thursday 18 January 2024 – Female candidates.

4. Those who pass the PAT will be convened for an interview.

4. Selection Procedure, Conditions of Training, Duties and Salary

4.1 Eligible candidates may be required to undergo various stages of the selection process which includes PMT, PAT, medical test and interview.

4.2 Selected candidates will be appointed in a temporary capacity in the first instance and will be required to undergo both theoretical and practical training including on-the-job training for a period of at least one year in all aspects of the work of a Prisons Officer/Senior Prisons Officer and Woman Prisons Officer/Senior Woman Prisons Officer, as approved and arranged by the Rodrigues Regional Assembly (Prisons and Reform Institutions). On satisfactory completion of the training and on being favourably reported upon, they will be considered for appointment to the grades of Prisons Officer/Senior Prisons Officer and Woman Prisons Officer/Senior Woman Prisons Officer, as appropriate, as and when vacancies occur.

4.3 Duties for Prisons Officer/Senior Prisons Officer

1. To perform general duties as laid down in the Reform Institutions Act, Prison Regulations, legislation in force, standing orders and such other orders as may be issued from time to time.
2. To assist the Principal Prisons Officer as and when required.
3. To be in charge of a unit and to ensure that supervision as well as control of detainees are carried out effectively.
4. To supervise and control detainees in residential blocks, workshops, association yards, sites of work, sentry points, public places during escorts and other areas where detainees are present besides effecting searches, as and when required.
5. To train detainees in various trades and get involved in the rehabilitation process so as to prepare them for their reintegration in society after release.
6. To see that security norms, discipline and cleanliness are maintained at all times.
7. To ensure that human, financial and material resources available are used efficiently, effectively and economically.

8. To drive the Department's vehicles, as and when required.
9. To perform dog handling duties.
10. To use ICT in the performance of his duties.
11. 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 Prisons Officer/Senior Prisons Officer in the roles ascribed to him.

4.4 **Duties for Woman Prisons Officer/Senior Woman Prisons Officer**

1. To perform general duties as laid down in the Reform Institutions Act, Prison Regulations, legislation in force, standing orders and such other orders as may be issued from time to time.
2. To assist the Principal Woman Prisons Officer, as and when required.
3. To be in charge of a unit and to ensure that supervision as well as control of detainees are carried out effectively.
4. To supervise and control detainees in residential blocks, workshops, association yards, sites of work, sentry points, public places during escorts and other areas where detainees are present besides effecting searches, as and when required.
5. To train detainees in various trades and get involved in the rehabilitation process so as to prepare them for their reintegration in society after release.
6. To see that security norms, discipline and cleanliness are maintained at all times.
7. To ensure that human, financial and material resources available are used efficiently, effectively and economically.
8. To use ICT in the performance of her duties.
9. 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 Woman Prisons Officer/Senior Woman Prisons Officer in the roles ascribed to her.

Note

1. Prisons Officer/Senior Prisons Officers and Woman Prisons Officer/Senior Woman Prisons Officers will be required to undergo medical/psychological tests, including blood/urine tests for drug misuse, during their training period or, as and when required, to assess their fitness to serve the Rodrigues Regional Assembly (Prisons and Reform Institutions).

2. Prisons Officer/Senior Prisons Officers and Woman Prisons Officer/Senior Woman Prisons Officers are required to work on shift, covering a 24-hour service including Sundays and Public Holidays, officially declared cyclone days and during emergencies.
3. Prisons Officer/Senior Prisons Officers and Woman Prisons Officer/Senior Woman Prisons Officers are required to work for longer hours in cases of emergencies, raids, parades, drills, official functions and whenever their services are needed.

Salary

The permanent and pensionable posts of Prisons Officer/Senior Prisons Officer and Woman Prisons Officer/Senior Woman Prisons Officer carries salary in scale Rs 18,650 x 275 – 18,925 x 300 – 19,525 x 325 – 21,475 x 375 – 22,225 x 400 – 23,425 x 525 – 26,050 x 675 – 27,400 x 825 – 35,650 x 900 – 37,450 x 950 – 39,350 a month.

Appointment in a temporary capacity in the grades of Prisons Officer/Senior Prisons Officer and Woman Prisons Officer/Senior Woman Prisons Officer, as appropriate, carries a flat salary of Rs 18,650 a month.

IMPORTANT

1. **This Notice of Vacancy is available on the website of the Public Service Commission and Disciplined Forces Service Commission at <https://psc.govmu.org> and are displayed on the notice boards of the Enquiry Counter of the Public Service Commission and Disciplined Forces Service Commission, 7, Louis Pasteur Street, Forest Side, Mauritius and the Chief Commissioner's Office, Port Mathurin, Rodrigues.**
2. **Candidates should not send any application form or letter of application to the Disciplined Forces Service Commission at this stage, but they should call in person as indicated at paragraph 3.1 above to make an application.**
3. **Candidates are strongly advised to call on the dates as scheduled as there will be no extra date to register latecomers.**

Date: 19 December 2023

Disciplined Forces Service Commission,
7, Louis Pasteur Street,
Forest Side,
MAURITIUS.