

## **PUBLIC SERVICE COMMISSION CIRCULAR NOTE NO. 41 OF 2020**

### **Vacancy for Post of ICT Technician/Senior ICT Technician** **Ministry of Education, Tertiary Education, Science and Technology**

Applications are invited from qualified officers of the Ministry of Education, Tertiary Education, Science and Technology who wish to be considered for appointment as ICT Technician/Senior ICT Technician in the Ministry.

#### **II. QUALIFICATIONS**

- A. By selection from among officers in the grade of ICT Support Officer on the establishment of the Ministry who reckon at least three years' service in a substantive capacity in the grade and who possess a diploma in Information Technology from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
- B. Candidates should –
- (i) possess good organising, interpersonal and communication skills; and
  - (ii) have the ability to work under pressure and in a multi-disciplinary team.

#### **Note**

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

#### **NOTE**

Selected candidates will be appointed in a temporary capacity in the first instance and will be required to undergo on-the-job training in computer hardware and maintenance for a period of at least six months. On satisfactory completion of the on-the-job training and on being favourably reported upon, they will be considered for appointment as ICT Technician/Senior ICT Technician in a substantive capacity.

#### **III. DUTIES AND SALARY**

1. To be responsible to the Manager (ICT) for –
  - (i) maintaining, repairing and administering the ICT equipment including all related peripherals;
  - (ii) ensuring the proper maintenance and repairs of ICT equipment;

- (iii) providing general technical guidance and support to end-users;
  - (iv) devising appropriate systems of security in relation to hardware and software;
  - (v) advising on the purchase of spare parts for ICT equipment;
  - (vi) maintaining and repairing all electrical/electronic teaching aids;
  - (vii) liaising with suppliers for repairs and/or maintenance of ICT equipment; and
  - (viii) troubleshooting network problems.
2. 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 ICT Technician/Senior ICT Technician in the roles ascribed to him.

**Note**

ICT Technician/Senior ICT Technicians will be required to work outside normal working hours, as and when required.

The permanent and pensionable post carries salary in scale Rs 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 48,425 a month.

Appointment in a temporary capacity in the grade carries a flat salary of Rs 19,575 a month.

**IV. MODE OF APPLICATION**

1. Qualified candidates should submit their application electronically via the website of the Public Service Commission at the following address:-  
**<http://psc.govmu.org/English/Pages/ServingOfficersHome.aspx>**
2. Candidates are requested to follow the procedures that can be accessed through the **“How To Apply”** option on the above link.
3. Candidates **should** submit a printed copy of their Application Form, **duly signed**, through the Senior Chief Executive, Ministry of Education, Tertiary Education, Science and Technology.
4. For queries regarding **Username & Password**, the Government Online Centre (GOC) may be contacted on the e-mail address: **support@ncb.mu** or on phone number **454 9955**.

5. 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**.
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 3.00 p.m. (local time) on Wednesday 18 November 2020**. Applications received after the specified closing date and time will **not** be considered.

**Date: 29 October 2020**

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