COMMUNIQUE

MINISTRY OF EDUCATION, TERTIARY EDUCATION, SCIENCE AND TECHNOLOGY

**ENLISTMENT OF SUPPLY ICT SUPPORT OFFICERS TO
TEACH IT SKILLS AND PROVIDE IT SUPPORT IN PRIMARY SCHOOLS**

Applications are invited from suitably qualified candidates <u>outside the service</u> who wish to be considered for enlistment as Supply ICT Support Officer to teach IT Skills and provide IT Support in Primary Schools for the academic year 2024.

2.   **AGE LIMIT**

Candidates should not be more than **45** years of age by the closing date for submission of applications.

3.   **QUALIFICATIONS**

Candidates should possess:-

A.   (a)   Cambridge School Certificate with credit in at least five subjects including English Language, French and Mathematics or Principles of Accounts obtained at not more than two sittings <u>or</u>

        (b)   Passes not below Grade C in at least five subjects including English Language, French and Mathematics or Principles of Accounts obtained at not more than two sittings at the General Certificate of Education "Ordinary Level" provided that at one of the sittings, passes have been obtained either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject.

    Note

        Candidates not possessing a credit in English Language at the Cambridge School Certificate will also be considered provided they possess passes in at least two subjects at "Principal Level" and one subject at "Subsidiary Level" as well as the General Paper obtained on one certificate at the Cambridge Higher School Certificate Examinations.

B.   A Cambridge Higher School Certificate <u>or</u> Passes in at least two subjects obtained on one certificate at the General Certificate of Education "Advanced Level".

C.   A Certificate of Proficiency in ICT from a recognised institution.

OR

Equivalent acceptable qualifications to A, B and C above.

D. Candidates should –

(i) be able to install and to configure ICT equipment including software packages; and

(ii) possess good communication and interpersonal skills.

Qualification at **A** above should have been obtained prior to qualification at **B** above.

NOTE

1. **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.**

2. The Ministry reserves the right to convene only the best qualified candidates for interview.

4. CONDITIONS OF EMPLOYMENT AND REMUNERATION

4.1 The enlistment will be purely on a temporary basis, as and when required, and may be terminated at any time. Selected candidates will not have any claim for permanent appointment.

4.2 Candidates will be paid fees at the rate of **Rs 17,565** monthly on a pro-rata basis, on days they actually work.

4.3 Bus fares will be refunded on the basis of the number of days of attendance at approved rates.

5. MODE OF APPLICATION

5.1 Qualified candidates should submit their application on the **prescribed form** obtainable at the:

- Enquiry Unit of the Ministry of Education, Tertiary Education, Science and Technology, Ground Floor, MITD House, Phoenix.

- Educational Zone 1, Mutual Aid Building, Phase II, Level 4, 5 Guy Rozemont Square, Port Louis.

- Educational Zone 2, NCCRD, Sir F. Herchenroder Street, Beau Bassin.

- Educational Zone 3, Rose Belle (opposite Grand Port Savanne District Council).

- Educational Zone 4, Level 2, Ebène Heights, Ebène.

5.2 The Application Form can also be downloaded from the website of the Ministry at the following address:

https://education.govmu.org

5.3 Qualified candidates should submit their application form together with copies of Birth Certificate, Marriage Certificate (where applicable), National Identity Card, academic qualifications and evidence of teaching experience, if any, **as well as documentary evidence regarding computer literacy**.

5.4 Envelopes should clearly be marked on the top left corner **"SUPPLY ICT SUPPORT OFFICER"**.

6.   IMPORTANT

(i)   Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the applicant. Only the prescribed Application Form should be used.

(ii)   Candidates will be contacted, as far as possible, by **email** and **phone**. **Candidates are therefore advised to submit a valid email address as well as a phone number on which they can be easily contacted**.

7.   CLOSING DATE OF APPLICATION

Qualified candidates are requested to submit their applications so as to reach the Senior Chief Executive [Attn. Establishment Registry], Ministry of Education, Tertiary Education, Science and Technology, 2nd Floor, MITD House, Phoenix, **not later than 3.30 p.m on Tuesday 05 March 2024.** Applications obtained after the closing date **will not be accepted**. The onus for the prompt submission of applications so that they reach the Senior Chief Executive, Ministry of Education, Tertiary Education, Science and Technology in time lies solely on applicants.

Ministry of Education, Tertiary Education, Science and Technology, MITD House, Phoenix

23 February 2024