GOVERNMENT OF MAURITIUS

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS, 1967

Department: Archives

Post: Chief Archives Officer

Salary: Rs 9,300 x 300 - 9,600 x 400 - 11,200 (CUL 13)

Effective Date: 17 May, 1995

Qualifications: By promotion, on the basis of experience and merit, of an officer in the grade of Principal Archives Officer.

Duties:

1. To assist the Chief Archivist/Deputy Chief Archivist in the discharge of their duties with special reference to records kept in the Archives Department.

2. To be responsible for the security and control of Registry.

3. To supervise the work of junior staff.

4. To assist in the maintenance of discipline on archives premises.

5. To perform such cognate duties as may be assigned.

CERTIFIED CORRECT

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for Secretary for Public Service Affairs

17 MAY 1995