GOVERNMENT OF MAURITIUS

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

Ministry: Business, Enterprise and Co-operatives (Business and Enterprise Division)
Post: Senior Extension Officer (Ex-SMEDA)
Salary: Rs 22,575 x 625 – 23,200 x 775 – 32,500 x 925 – 35,275 (06 050 066) (Personal)
Effective Date: 06 February 2019
Qualifications: By appointment of the Senior Extension Officer (Personal) on the establishment of the former Small and Medium Enterprises Development Authority who has been redeployed to the Ministry of Business, Enterprise and Co-operatives (Business and Enterprise Division).

Duties:
1. To assist in –
   (a) the formulation of overall programmes for the promotion and development of handicraft sector;
   (b) the design and preparation of handicraft programmes and ensure their implementation; and
   (c) the registration of SMEs in the handicraft sector.
2. To ensure an effective liaison between the handicraft sector and the Ministry.
3. To assist and provide training to artisans in improving the production.
4. To use ICT in the performance of his duties.
5. 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 Senior Extension Officer (Ex-SMEDA) in the roles ascribed to him.

CERTIFIED CORRECT

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D. Gowry (Mrs)
for Secretary for Public Service

06 February 2019
Date.................................................................