Ministry: Information and Communication Technology  
(Central Information Systems Division)

Post: Technical Manager

Salary: Rs 37,500 x 1,250 - 50,000 x 1,500 - 53,000 (04 65 77)

Effective Date: 23 September 2011

Qualifications: By selection from among officers not below the grade of Senior Systems Analyst who reckon at least two years’ service in a substantive capacity in their respective grades and who –

(a) possess a degree in Computer Science or Computer Engineering or Information Systems or Information Technology or any degree, the major part of which should be Computer Science or Computer Engineering or Information Systems or Information Technology, from a recognised institution or an equivalent qualification acceptable to the Public Service Commission;

(b) possess good communication, interpersonal and organising skills;

(c) have strong commitment and leadership qualities;

(d) have the ability to exercise initiative and sound judgment; and

(e) have a track-record of having led a team of IT personnel.

NOTE

In the absence of qualified officers, by selection from among candidates who –

A. possess –

(i) a Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level”;

CERTIFIED CORRECT

for Senior Chief Executive
Ministry of Civil Service and Administrative Reforms

Date 23 SEP 2011
(ii) a degree in Computer Science or Computer Engineering or Information Systems or Information Technology or any degree, the major part of which should be Computer Science or Computer Engineering or Information Systems or Information Technology, from a recognised institution.

OR

Equivalent qualifications to (i) and (ii) above acceptable to the Public Service Commission.

Note

Qualification at (i) above should have been obtained prior to qualification at (ii) above. However, candidates who, as at 30 June 2003, did not possess the qualification at (i) above, will also be considered provided they hold –

(a) a Cambridge School Certificate or passes obtained on one certificate at the General Certificate of Education “Ordinary Level” 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 or an equivalent qualification acceptable to the Public Service Commission; and

(b) a Master’s Degree or a postgraduate diploma from a recognised institution in one of the fields at (ii) above or an equivalent qualification acceptable to the Public Service Commission.

Qualification at (a) under ‘Note’ should have been obtained prior to qualifications at (ii) above and at (b) under ‘Note’.

B. reckon four years’ experience at senior management level in the field of Information Technology;

C. possess good communication, interpersonal and organising skills.
GOVERNMENT OF MAURITIUS

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

D. have strong commitment and leadership qualities;
E. have the ability to exercise initiative and sound judgment; and
F. have a track-record of having led a team of IT personnel.

Candidates should produce written evidence of experience claimed.

Role and Responsibilities:
To assist in the delivery of timely and cost-effective ICT operational support services to all Government institutions.

Duties:
1. To be responsible to the Manager, Central Information Systems Division for all IT technical support and application development/maintenance activities at the Central Information Systems Division and in Information Services Sections/Units of Ministries/Departments.
2. To effect co-ordination between the different functions, plan, organise, schedule and monitor staff postings, assignments and workloads.
3. To provide leadership and direction in the development of standards, procedures, strategies, staff training programmes and work flows to improve operational efficiency and ensure optimal use of resources.
4. To oversee the administration and maintenance of Information Technology infrastructure at the workplace.
5. To provide technical assistance on equipment evaluation, selection and installation.
6. 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 Technical Manager in the roles ascribed to him.

CERTIFIED CORRECT

[Signature]

for Senior Chief Executive
Ministry of Civil Service and Administrative Reforms

Date: 23 Sep 2011