



**MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS
MAURITIUS**

30 July 2019

Ministry of Civil Service and Administrative Reforms
Circular Letter No 52 of 2019
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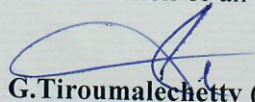
From: **Secretary for Public Service**
To: **Supervising Officers in Charge of Ministries/Departments**

Notification of Vacancies -The Commonwealth Secretariat

The Commonwealth Secretariat is inviting applications, from appropriately qualified candidates, for the following post:-

	Post	Deadline for submission of application
(i)	Adviser and Head of Public Sector Governance	01 August 2019 @ 17.00 BST
(ii)	Adviser, Public Administration	05 August 2019 @ 17.00 BST
(iii)	HR Busines Partner, Performance Assessment	07 August 2019 @ 17.00 BST
(iv)	Facilities Compliance Officer	09 August 2019 @ 17.00 BST
(v)	Head of Learning and Organisational Development	

- Details regarding the above mentioned posts can be accessed on the Commonwealth Secretariat's website: <http://thecommonwealth.org/jobs> and applications should be made thereat.
- Your attention is sought to the fact that all applications should:-
 - include a curriculum vitae and three referees, accompanied by a short covering letter setting out relevant experience and skills in relation to the competencies and other requirements for the post. All applications should be addressed to the Human Resources, Commonwealth Secretariat; and
 - be in line with the Commonwealth's commitment to gender equality as the Commonwealth Secretariat encourages applications from appropriately qualified women for these posts.
- Your attention is also invited to the fact that the onus to reverify the authenticity/genuineness of the report of vacancy prior to the submission of personal data rests with the applicant.
- It would be appreciated if the contents of this Circular could be brought to the attention of all officers serving in your Ministries/Departments.


N. G. Tiroumalechetty (Mrs)
for Secretary for Public Service