

GOVERNMENT OF MAURITIUS

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

- Department:** National Assembly
- Post:** Deputy Parliamentary ICT Manager
- Salary:** Rs 27,850 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 56,450 (04 057 081)
- Effective Date:** 26 August 2016
- Qualifications:**
 - A. A degree in Computer Science or Computer Engineering or Information Systems or Information Technology or Software Engineering or a degree, the major part of which should be Computer Science or Computer Engineering or Information Systems or Information Technology or Software Engineering, from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
 - B. Candidates should –
 - (i) reckon at least three years’ experience in Networking, Application and Database Design; and
 - (ii) have knowledge in Sound/Video ICT Architecture and operation of multi-user systems and be conversant with Voice-to-Text technologies.

Candidates should produce written evidence of experience/knowledge claimed.

Role and Responsibilities: To assist in developing, managing and monitoring the Parliamentary ICT Unit of the National Assembly.

- Duties:**
 - 1. To deputise for the Parliamentary ICT Manager in his absence.
 - 2. To be responsible to the Parliamentary ICT Manager for -
 - (i) all technical work and Parliamentary ICT infrastructure;
 - (ii) the day-to-day management of the Parliamentary ICT infrastructure, Database Administration, Web development and Pre-press system;
 - (iii) proposing and developing Parliamentary ICT Security; and

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for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

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Date.....

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- (iv) developing, maintaining and communicating ICT policies and procedures throughout the Parliament in accordance with best practices and appropriate standards to ensure the effective and efficient use of ICT throughout the National Assembly.
3. To supervise and advise on database, network and systems administration.
 4. To set up and manage users, groups and roles.
 5. To set up and configure computer systems.
 6. To assist in IT infrastructure deployment and site preparation.
 7. To perform quality assurance of computer systems.
 8. To implement security measures to safeguard IT systems from threats and ensure business continuity.
 9. 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 Deputy Parliamentary ICT Manager in the roles ascribed to him.

Note

The Deputy Parliamentary ICT Manager will be required to work at staggered hours.



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