

GOVERNMENT OF MAURITIUS

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

Department: Civil Aviation

Post: Deputy Director of Civil Aviation

Salary: Rs 71,800 x 2,000 – 75,800 x 2,150 – 82,250 x 3,000 – 88,250 x 3,125 – 94,500
(03 093 102)

Effective Date: 15 May 2025

Qualifications: A. By selection from among officers in the grade of Divisional Head who reckon at least three years' service in a substantive capacity in the grade or an aggregate of at least 10 years' service in a substantive capacity in the grades of Divisional Head and Senior Engineer (Airworthiness – Air Frame and Power Plant) or Senior Engineer (Communication, Navigation and Surveillance) or Chief Officer or Aerodrome Licensing Officer or Air Traffic Services Standards Officer or Personnel Licensing Officer or Flight Operations Inspector.

NOTE

In the absence of serving officers possessing qualifications at A above, by selection from among officers in the grades of –


- (i) Senior Engineer (Airworthiness – Air Frame and Power Plant);
- (ii) Senior Engineer (Communication, Navigation and Surveillance);
- (iii) Chief Officer;
- (iv) Aerodrome Licensing Officer;
- (v) Air Traffic Services Standards Officer;
- (vi) Personnel Licensing Officer; and
- (vii) Flight Operations Inspector

who reckon at least 10 years' service in a substantive capacity in their respective grade.

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B. D. Nundloll (Mrs)
for Senior Chief Executive
Ministry of Public Service and
Administrative Reforms

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- B. Candidates should possess –
- (i) managerial capabilities;
 - (ii) good leadership and organising skills;
 - (iii) decision-making skills including ability to take quick decision;
 - (iv) good analytical skills and are able to adopt a multi-disciplinary approach to problem-solving;
 - (v) strong interpersonal and communication skills; and
 - (vi) high sense of responsibility and maturity.
- C. Candidates should be –
- (i) familiar with –
 - (a) the provisions of the Civil Aviation Act and regulations;
 - (b) the Convention on International Civil Aviation and its Annexes; and
 - (c) other conventions and protocols related to International Civil Aviation; and
 - (ii) conversant with the functions of all divisions of the Department.

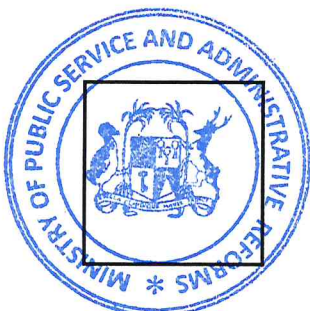
**Role and
Responsibilities:**

To assist the Director of Civil Aviation in the Management of the Civil Aviation Department in order to ensure that Mauritius is served by a safe, secure and efficient civil aviation industry.

Duties:

1. To deputise for the Director of Civil Aviation, as and when required.

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2. To assist the Director of Civil Aviation in –
 - (a) the day-to-day management of the Department;
 - (b) the implementation of policy decisions in the field of aviation;
 - (c) the conduct of safety and security oversight;
 - (d) promoting and ensuring air safety on the aerodromes of Mauritius and within the Mauritius Flight Information Region;
 - (e) ensuring compliance with the Standards and Recommended Practices of the International Civil Aviation Organisation;
 - (f) giving advice to the Government on aviation related issues; and
 - (g) developing draft policy paper and guidance materials to ensure safety and security of aircraft operations.
3. To ensure –
 - (a) the issuance of licences to appropriate aviation personnel as per the requirements of the International Civil Aviation Organisation and to exercise control on the licences issued;
 - (b) that aircraft, aerodrome and any other operators are properly licensed to operate in the Republic of Mauritius;
 - (c) that Ground and Air Operations as well as aviation services and facilities including airport developments are provided in compliance with national and international standards and recommended practices;
 - (d) that development of airport activities is in line with international standards;

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- (e) that inspections of Mauritian registered aircrafts, including those operating offshore are regularly carried out as required by standards and regulations;
 - (f) the provision of safe, secure and efficient Air Navigation services within the airspace under the jurisdiction of Mauritius;
 - (g) the development of Civil Aviation Requirements and their implementation by operators and service providers; and
 - (h) the documents pertaining to Civil Aviation Requirements are developed, implemented and maintained up-to-date.
- 4. To coordinate with Divisional Heads on the work of different divisions of the Department.
 - 5. To participate in Aircraft accident and incident investigation, as and when required.
 - 6. To keep abreast of developments in the civil aviation sector.
 - 7. To use ICT in the performance of his duties.
 - 8. 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 Director of Civil Aviation in the roles ascribed to him.

Note

Deputy Directors of Civil Aviation may be required to work outside normal working hours including Saturdays, Sundays and Public Holidays and during cyclonic periods and natural calamities.



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