

GOVERNMENT OF MAURITIUS

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

Ministry: Education and Human Resources

Post: Supervisor of Oriental Languages

Salary: Rs 25,600 x 800 – 28,000 x 1,000 – 30,000 x 1,250 – 37,500 (06 54 65)

Effective Date: 6 August 2010

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Assistant Supervisor (Oriental Languages) of the relevant Oriental Language in which the vacancy occurs, who reckon at least three years' service in a substantive capacity in the grade and who -

- (i) possess good communication, team-building and interpersonal skills; and
- (ii) have sound analytical skills.

Duties:

1. To give general assistance to the Senior Supervisor of the relevant Oriental Language and/or to the Senior School Inspector in the supervision of the teaching of the Oriental Language.
2. To inspect, supervise and report on Primary, Pre-Primary and other schools, as directed, with reference to the teaching of the relevant Oriental Language.
3. To train and supervise the work of subordinate staff.
4. To advise and help Teachers/Senior Teachers/Educators (Primary) of the relevant Oriental language.
5. To organise and conduct in-service courses for Teachers/Senior Teachers/Educators (Primary) of the relevant Oriental Language.
6. To set examination papers and tests and help in the conduct of examinations and tests in the relevant Oriental Language.
7. To help the Senior Supervisor of the relevant Oriental Language/Senior School Inspector in the preparation of syllabi and textbooks.

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CERTIFIED CORRECT

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*for Senior Chief Executive
 Ministry of Civil Service and
 Administrative Reforms*

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8. To analyse data on teaching and learning of oriental languages for future lines of action.
9. To use ICT in the performance of his duties.
10. 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 Supervisors of Oriental Languages in the roles ascribed to them.



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