

GOVERNMENT OF MAURITIUS

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

**Ministry:** Education, Tertiary Education, Science and Technology

**Post:** Director

**Salary:** Rs 110,125 (06 000 107)

**Effective Date:** 20 April 2022

**Qualifications:** By selection from among –

- A. officers of the Ministry who hold a substantive appointment in the grades of Assistant Director and Assistant Director (Primary) and who 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”;
  - (ii) a degree or joint degree from a recognised institution; and
  - (iii) a Master’s Degree in Education from a recognised institution.

OR

Equivalent qualifications to A(i), A(ii) and A(iii) above acceptable to the Public Service Commission

AND

B. candidates who –

- (i) possess a Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education “Advanced Level”;
- (ii) possess a degree or joint degree from a recognised institution; and
- (iii) possess a Master’s Degree in Education from a recognised institution.

OR

Equivalent qualifications to B(i), B(ii) and B(iii) above acceptable to the Public Service Commission

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CERTIFIED CORRECT

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N. Auchoybur (Mrs)  
for Secretary for Public Service

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- (iv) reckon at least 10 years' experience at managerial level, not below the level of an Assistant Director or equivalent deputy head in a recognised educational or other relevant organisations in the –
  - (a) formulation of policies for the effective direction; and
  - (b) implementation and monitoring of projects and programmes pertaining to the Education Sector; and
- (v) are computer literate.

**Note**

Qualifications at A(i) and B(i) above should have been obtained prior to qualifications at A(ii) and B(ii) above and qualifications at A(ii) and B(ii) above should have been obtained prior to qualifications at A(iii) and B(iii) above. However, candidates who as at 30 June 2008, did not possess the qualifications at A(i) and B(i) above but who possess the qualifications at A(ii) and A(iii) and at B(ii) and B(iii) 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 PhD or a second Master's Degree or a postgraduate diploma from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.

Qualification at (a) under 'Note' should have been obtained prior to qualifications at A(ii) and A(iii), at B(ii) and B (iii) above and at (b) under 'Note'.

C. Candidates should –

- (i) have knowledge and expertise to provide leadership in any one of the following technical areas –
  - (a) Early Childhood and Care Education;

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- (b) Primary Education;
  - (c) Secondary Education;
  - (d) Technical, Vocational Education and Training;
  - (e) Higher Education;
  - (f) Curriculum Research and Development;
  - (g) Science and Technology (including ICT);
  - (h) Research and Planning; and
  - (i) School Management Services;
- (ii) be involved in strategic decision-making in the Education Sector;
  - (iii) have the drive to achieve quality education to adapt to new technologies and be in the forefront of technological innovation;
  - (iv) possess strong analytical skills and be able to adopt a multi-disciplinary approach to problem-solving;
  - (v) have the ability to think proactively, critically and strategically;
  - (vi) possess strong leadership and management skills;
  - (vii) possess strong interpersonal and communication skills;
  - (viii) have highest commitment to achieve the strategic objectives falling under his responsibility; and
  - (ix) have the ability to be flexible and work collaboratively within a high pressure office.

Candidates should produce written evidence of experience/knowledge claimed.

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**Role and  
Responsibilities:**

To design and implement educational reforms and plans for the development of the Education Sector with focus on quality, relevance, equity and achievement of all learners and to ensure that the institutions are so equipped so as to serve the best interests of all.

**Duties:**

1. To provide support to the Chief Technical Officer (Education).
2. To prepare sectoral/zonal development plan and to effectively monitor its implementation.
3. To carry out research pertaining to his areas of responsibility in order to better advise on policy matters.
4. To review regularly educational objectives, policies and programmes and formulate necessary improvements and changes, taking into account the latest innovative practice in education.
5. To coordinate and monitor the implementation of all educational policies and programmes falling under his area of responsibility.
6. To be accountable for the monitoring of Key Performance Indicators under the Budgets falling under his responsibility.
7. To identify training needs in respect of his sector.
8. To establish linkages with external partners (local and international) to obtain their collaborative support in the smooth running of projects and programmes.
9. To be responsible for the management of resources under his control for the efficient and effective implementation of projects.
10. To oversee the optimum utilisation of resources in schools and to coordinate and monitor action taken following reports from the Quality Assurance Division.
11. To evaluate performance of staff working under his responsibility in line with the Performance Management System.
12. To allocate responsibilities to the various departments under his control.

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13. To prepare budget for educational programmes and monitor expenditure in line with the Budgets.
14. To work closely with other directorates and sections of the Ministry to ensure a cohesive, holistic and specialised approach to the development of education.
15. To be responsible for the promotion of teaching of Science, Information and Communication Technology, Vocational and Technical subjects in schools.
16. To ensure that the Ministry is kept up-to-date with the latest educational trends.
17. To use ICT in the performance of his duties.
18. 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 Director in the roles ascribed to him.

**Note**

In case of a force majeure/public emergency, Directors are required to be available to provide their services to ensure business continuity either through work from home, remote working, working online or work performed through any other IT system.

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