

GOVERNMENT OF MAURITIUS

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

- Department:** Government Printing
- Post:** Graphic Artist
- Salary:** Rs 21,850 x 375 – 22,225 x 400 – 23,425 x 525 – 26,050 x 675 – 27,400 x 825 – 35,650 x 900 – 37,450 x 950 – 42,200 x 1,300 – 46,100 x 1,575 – 47,675 (16 047 079)
- Effective Date:** 12 August 2022
- Qualifications:**
- A. A diploma in Graphic Design or Fine Arts or Visual Arts or Digital Arts or Graphic Design and Multimedia from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
- B. Candidates should –
- (i) have working knowledge in design software;
 - (ii) demonstrate knowledge of updated technology in Graphic Design;
 - (iii) produce a (Physical) portfolio of his own design creations; and
 - (iv) be able to work in a team and be able to meet tight deadlines.

Candidates should produce written evidence of knowledge claimed.

NOTE

Selected candidates will be required to undergo on-the-job training under the supervision of the Senior Graphic Artist for a period of at least six months, in all aspects of the work of a Graphic Artist, as approved and arranged by the Government Printing Department.

Role and Responsibilities: To be responsible for the creation of graphic works.

- Duties:**
1. To assist the Senior Graphic Artist in the performance of his duties.
 2. To design/amend artworks mainly destined to printing press such as books, magazines, posters and charts as per specifications or on the basis of his own judgement.

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CERTIFIED CORRECT

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N. Auchoybur (Mrs)
for Secretary for Public Service

12 August 2022

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3. To advise on the appropriate techniques in the field of graphic arts.
4. To be responsible for the use and storage of graphics materials and equipment.
5. To hold meetings with customers prior to starting graphic work and liaise with clients during the design process.
6. To perform photographic/illustrations work.
7. To operate Macintosh/PC Graphic Stations and other graphic equipment using graphic/desktop publishing software such as Adobe Photoshop, InDesign and Illustrator.
8. To use ICT in the performance of his duties.
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 Graphic Artist in the roles ascribed to him.

Note

In case of a force majeure/public emergency, the Graphic Artist is required to be available to provide his 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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