

GOVERNMENT OF MAURITIUS

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

- Organisation:** Rodrigues Regional Assembly (Education)
- Post:** Director of Education, Rodrigues Regional Assembly
- Salary:** Rs 48,275 x 1,500 – 58,775 x 1,800 – 69,575 x 2,425 – 72,000 (06 72 86)
- Effective Date:** 31 July 2015
- Qualifications:**
- A. A Master's Degree in Education Management from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
- B. Candidates should –
- (i) reckon at least 10 years' experience in the field of Education;
- (ii) have knowledge and expertise to provide leadership in any one of the following technical areas –
- (a) Secondary Education;
- (b) Technical, Vocational Education and Training;
- (c) Tertiary Education;
- (d) Curriculum Research and Development;
- (e) Science and Technology (including ICT);
- (f) Research and Planning; and
- (g) School Management Services.
- (iii) have the drive to achieve quality education to adapt to new technologies and be in the forefront of technological innovation;
- (iv) possess excellent analytical skills and be able to adopt a multi-disciplinary approach to problem-solving;
- (v) have the ability to think proactively, critically and strategically;

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CERTIFIED CORRECT


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

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- (vi) possess excellent leadership, administrative, managerial, communication and interpersonal skills;
- (vii) have highest commitment to achieve the strategic objectives falling under his responsibility;
- (viii) have the ability to be flexible and work collaboratively within a high pressure office; and
- (ix) be computer literate.

Candidates should produce written evidence of experience/knowledge claimed.

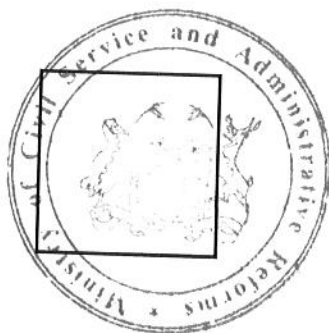
**Role and
Responsibilities:**

To be responsible for designing and implementing educational reforms, plans and strategies for the development of the Education Sector in Rodrigues with focus on quality, relevance, equity and achievement of all learners.

Duties:

1. To provide support to the Departmental Head of the Commission responsible for the Education Sector.
2. To be responsible for the efficient and effective management of resources under his control for the implementation of projects.
3. To prepare development plan and to effectively monitor its implementation.
4. To carry out research pertaining to his areas of competences/responsibilities in order to better advise on policy matters.
5. To review regularly educational objectives, policies and programmes and formulate necessary improvements and changes, to meet modern trends in education.
6. To co-ordinate and monitor the implementation of all educational policies and programmes.

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7. To identify training needs in respect of his sector.
8. To establish linkages with external partners (local, national and international) to obtain their collaborative support in the smooth running of projects and programmes.
9. To ensure the optimal utilisation of resources in Educational Institutions and monitor actions taken to ensure quality standards following reports from the Quality Assurance Division of the Ministry of Education and Human Resources.
10. To allocate responsibilities to the various departments under his control.
11. To prepare budget for education programmes and monitor expenditure in line with the Budget Estimates.
12. To work closely with other departments/sections of the Commission to ensure a cohesive, holistic and specialised approach to the development of education.
13. To be responsible for the promotion of teaching of Science, Information and Communication Technology, Vocational and Technical subjects in schools.
14. To ensure that the Commission responsible for the Education Sector is kept up-to-date with the latest educational trends.
15. To use ICT in the performance of his duties.
16. 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 of Education, Rodrigues Regional Assembly in the roles ascribed to him.



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