

GOVERNMENT OF MAURITIUS

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

Ministry: Information and Communication Technology (Central Informatics Bureau)

Post: Chief Project Manager, Central Informatics Bureau

Salary: Rs 60,575 x 1,800 – 69,575 x 2,425 – 72,000 x 2,500 – 77,000 x 3,000 – 80,000 (04 80 89)

Effective Date: 27 October 2014

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Project Manager who reckon at least four years' service in a substantive capacity in the grade and who –

- (i) possess conceptual, managerial and strong leadership skills; and
- (ii) possess excellent organising and communication skills.

Role and Responsibilities: To be responsible for the effective overall implementation, management and co-ordination of e-government projects.

Duties:

1. To assist the Director and the Deputy Director in the performance of their duties.
2. To lead, supervise and oversee the work of a team of Project Managers in the implementation of e-government projects in Ministries/Departments.
3. To oversee the planning and monitoring of e-government projects and ensure implementation thereof.
4. To ensure that quality norms and standards are enforced for e-government projects.
5. To maintain up-to-date documentation on progress, time frame and investment relating to e-government projects and to submit reports thereon, as and when required.

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for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

27 October 2014

Date.....

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6. To assist in the introduction of best practices in the implementation of e-government projects in the Civil Service.
7. To ensure that security measures in respect of e-government projects are complied with.
8. To keep abreast of new trends and development in the field of ICT.
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 Chief Project Manager, Central Informatics Bureau in the roles ascribed to him.



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

27 October 2014

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