

GOVERNMENT OF MAURITIUS

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

- Ministry:** Technology, Communication and Innovation
(Central Information Systems Division)
- Post:** Computer Support Officer/ Senior Computer Support Officer (on roster)
- Salary:** Rs 14,875 x 275 – 15,150 x 300 – 15,750 x 325 – 17,700 x 375 – 19,575 x 475 –
21,950 x 625 – 23,200 x 775 – 32,500 x 925 – 37,125 x 1,225 – 38,350
(04 030 069)
- Effective Date:** 04 June 2018
- Qualifications:**
- A. A Cambridge Higher School Certificate with a pass at “Principal Level” in Mathematics or Computer Studies or Computer Science or Passes in at least two subjects including Mathematics or Computer Studies or Computer Science obtained on one certificate at the General Certificate of Education “Advanced Level”.
 - B. A Certificate in Information Technology or Computer Studies or Computer Science or any ICT related area from a recognised institution.

OR

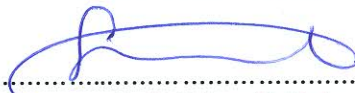
Equivalent qualifications to A and B above acceptable to the Public Service Commission.

- Duties:**
1. To assist the Computer Operations Controller in his duties.
 2. To coordinate and perform computer operations and support activities.
 3. To install and configure hardware and software and provide preventive measures and technical support thereon.
 4. To operate computer systems, perform backups and keep records thereof.
 5. To comply with and implement security measures to computer systems.
 6. To commission ICT equipment.
 7. To carry out survey/audit of the ICT equipment and keep records thereof.
 8. To troubleshoot computer hardware and software, as and when required.

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S. K. Wan Ah Fat
for Secretary for Public Service

04 June 2018

Date.....

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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 the Computer Support Officer/Senior Computer Support Officer (on roster) in the roles ascribed to him.

Note

1. Computer Support Officer/Senior Computer Support Officers (on roster) are required to work on a roster (day) basis according to a structured pattern of work whose turns of duty starts either at or after 4.00 a.m. or goes up to 8.00 p.m.
2. Computer Support Officer/Senior Computer Support Officers (on roster) will be required to work at the Central Information Systems Division and in the Information Services Sections (ISS)/units of Ministries/Departments.



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S. K. Wan Ah Fat
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