

GOVERNMENT OF MAURITIUS

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

- Ministry:** Information Technology, Communication and Innovation
- Post:** Network Administrator (GOC) (Ex-NCB)
- Salary:** Rs 42,050 x 970 – 46,900 x 1,050 – 49,000 x 1,100 – 54,500 x 1,450 – 58,850 x 1,750 – 62,350 x 1,850 – 67,900 x 1,900 – 75,500 x 2,250 – 86,750 (04 065 094) (Personal)
- Effective Date:** 18 August 2026
- Qualifications:** By appointment of Network Administrators of the Government Online Centre (GOC) on the establishment of the former National Computer Board (now Mauritius Digital Promotion Agency) who have been redeployed to the Ministry of Information Technology, Communication and Innovation.
- Duties:**
1. To be responsible for –
 - (i) the day-to-day administration, configuration, deployment, support and troubleshooting of all network and security equipment at the Government Online Centre data centre;
 - (ii) the monitoring of all logs pertaining to any system infrastructure and related equipment at the Government Online Centre data centre;
 - (iii) the development and implementation of procedures pertaining to network access as per the IT Security policy including, amongst others, the procedures for remote access, Virtual Private Network, Private Branch Exchange, Voice Over Internet Protocol and any third party connections to the Government Online Centre and malware prevention;
 - (iv) the monitoring of day-to-day activity including logs of firewalls, switches, routers, load balancers. Review of logs to be done in consultation with other staff including System Administrators (GOC) (Ex-NCB) and the Information Security Analyst (GOC) (Ex-NCB);
 - (v) the installation of any operating system, software and necessary utilities for any system infrastructure and related equipment at the Government Online Centre data centre;
 - (vi) ensuring that the data centre network is robust, reliable and secure;

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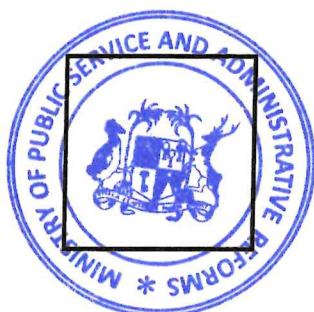
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P. D. Neerunjun

P. D. Neerunjun (Mrs)
for Secretary for Public Service

18 August 2026

Date.....



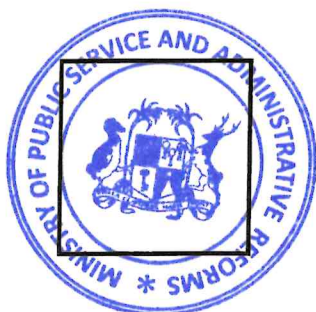
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- (vii) ensuring adequate capacity planning pertaining to the above equipment, network lines, telephone lines and related accessories, software, licenses; and
 - (viii) carrying out maintenance and updates on network and security equipment and advise on repairs and replacement.
2. To liaise with the Internet Service Providers, suppliers and other stakeholders for all connectivity issues and for successful implementation of projects.
 3. To attend networking-related technical meetings, as and when required.
 4. To keep records of all configurations, topologies, changes and ensure that such documentation is always up-to-date and available to all team members.
 5. To maintain and update network assets list.
 6. To perform any such related task to ensure compliance to GOC security policies and procedures in consultation with Security Teams.
 7. To ensure that tickets for any network related request are logged accordingly and followed up adequately until resolution.
 8. To keep abreast with recent developments in the network and security domain and provide recommendations for ensuring that the GOC data centre operates with state-of-the-art infrastructure design, as well as technology.
 9. To prepare technical specifications for the procurement of equipment, software and solutions.
 10. To assist the Manager (GOC) (Ex-NCB) in the performance of his duties.
 11. 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 Network Administrator (GOC) (Ex-NCB) in the roles ascribed to him.

Note

Network Administrators (GOC) (Ex-NCB) will be required to remain on call on a 24-hour basis including weekends and Public Holidays.



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P. D. Neerunjun (Mrs)
for Secretary for Public Service

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