



MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS

03 July 2017

Ministry of Civil Service and Administrative Reforms

Circular Letter No 45 of 2017

E/152/59/01/01

From: Senior Chief Executive, Ministry of Civil Service and Administrative Reforms

To: Supervising Officers i/c Ministries/Departments

Vacancies in Parastatal Organisations

This Ministry is currently embarked on an exercise to compile information on vacancies existing in all parastatal organizations.

2. In this connection, it would be appreciated if you could obtain from parastatal organizations falling under the aegis of your Ministry relevant information in hard and soft copies, as per enclosed proforma, and submit same to this Ministry by **31 July, 2017** at latest.
3. A nil return should also be submitted.
4. I thank you for your cooperation in the matter.

S. K. Pather
Senior Chief Executive

Copy to: Secretary to Cabinet and Head of the Civil Service

Status of Vacancies as at 2017

- (i) Parent Ministry:
- (ii) Parastatal Organisation:
- Address:
- Contact Person (for Parastatal Organisation):
- Telephone No:

SN	Position Titles	Salary Scale	No of Funded Vacancies	No of Unfunded Vacancies	State whether appointment is made from outside candidates or by promotion or selection from internal candidates	If appointment is made by promotion/selection, to specify from which grade and state no of eligible candidates	Whether post has been advertised & Date of advertisement

Certified Correct

Name.....

Grade.....

Signature.....

Date.....