



**MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS  
MAURITIUS**

20 November 2018

**Ministry of Civil Service and Administrative Reforms**  
**Circular Letter No 105 of 2018**  
**E/75/76/01/09 V6**

From: **Secretary for Public Service**  
To: **Supervising Officers in Charge of Ministries/Departments**

**Notification of Vacancies – Commonwealth Secretariat**

The Commonwealth Secretariat is inviting applications, from appropriately qualified candidates, for the following posts:-

	<b>Post</b>	<b>Deadline for submission of application</b>
(i)	Assistant Programmes Officer (Pacific Region)	Monday 03 December 2018 @ 17.00 p.m GMT
(ii)	Assistant Programmes Officer (Asia Region)	Monday 03 December 2018 @ 17.00 p.m GMT
(iii)	Assistant Programmes Officer (Caribbean Region)	Monday 03 December 2018 @ 17.00 p.m GMT

2. Details regarding the above mentioned posts can be accessed on the Commonwealth Secretariat's Website: <http://thecommonwealth.org/jobs> and applications should be made thereat.
3. Your attention is sought to the fact that all applications should:-
- include a curriculum vitae and two referees, accompanied by a short covering letter setting out relevant experience and skills in relation to the competencies and other requirements for the posts. All applications should be addressed to the Human Resources, Commonwealth Secretariat; and
  - be in line with the Commonwealth's commitment to gender equality as the Commonwealth Secretariat encourages applications from appropriately qualified women for this post.

*Please note:* to be considered for this role applicant must be a citizen of a Commonwealth country aged 27 years or younger at the time applications close.



4. Your attention is also invited to the fact that the onus to reverify the authenticity/genuineness of the report of vacancy prior to the submission of personal data rests with the applicant.
5. It would be appreciated if the contents of this Circular could be brought to the attention of all officers serving in your Ministries/Departments.



**N. G. Tiroumalechetty (Mrs)  
for Secretary for Public Service**

