

GOVERNMENT OF MAURITIUS

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

- Ministry:** Agro-Industry & Food Security
- Post:** Agricultural Superintendent
- Salary:** Rs 38,400 x 950 – 42,200 x 1,300 – 46,100 x 1,575 – 49,250 x 1,650 – 54,200 x 1,700 – 62,700 (19 071 088)
- Effective Date:** 15 December 2022
- Qualifications:** By selection from among officers in the grade of Agricultural Support Officer/Senior Agricultural Support Officer who reckon at least 10 years' service in a substantive capacity in the grade or an aggregate of at least 10 years' service in a substantive capacity in the grade of Agricultural Support Officer/Senior Agricultural Support Officer and the former grades of Senior Agricultural Support Officer or Agricultural Support Officer and who possess –
- (i) a diploma in Agriculture from a recognised institution or an equivalent qualification acceptable to the Public Service Commission;
 - (ii) organising and supervisory skills; and
 - (iii) good interpersonal and communication skills.
- Role and Responsibilities:** To be responsible for the administrative management of the Division in line with the goals and objectives of the Ministry.
- Duties:**
1. To assist the head of Division concerned and the Senior Agricultural Superintendent in the –
 - (i) administration and technical management of the Division; and
 - (ii) formulation of agricultural policies or the implementation of agricultural programmes.
 2. To supervise junior staff and advise them on technical matters relating to their duties.

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CERTIFIED CORRECT

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N. Auchoybur (Mrs)
for Supervising Officer
Ministry of Public Service, Administrative
and Institutional Reforms

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3. To liaise with Ministries and other Government Departments, parastatal bodies and non-government organisations for the smooth running of the Division.
4. To coordinate and supervise activities in the various stations of the Division/Section/Unit.
5. To prepare and monitor the work programme of the Division.
6. To plan and execute maintenance programmes for buildings and equipment.
7. To assess resource needs in Division/Section/Unit, prepare budget and control expenditure.
8. To ensure timely provision of inputs for research and other projects.
9. To organise guided tours, competitions, exhibitions, meetings, talks, seminars and workshops for the benefit of farmers.
10. To allocate resources to individual projects.
11. To supervise and assist in the preparation of extension messages, and advisory publications, displays and other materials for mass media.
12. To prepare and assist in the preparation of annual and progress reports.
13. To advise and act as facilitator to research staff in the conduct of farm surveys and other data collection operations.
14. To use ICT in the performance of his duties.
15. 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 Agricultural Superintendent in the roles ascribed to him.

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