

GOVERNMENT OF MAURITIUS

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

- Ministry:** Business, Enterprise and Cooperatives
- Post:** Senior Business and Enterprise Analyst
- Salary:** Rs 38,350 x 1,225 – 40,800 x 1,525 – 49,950 x 1,625 – 62,950 (02 069 085)
- Effective Date:** 03 April 2017
- Qualifications:** A. By selection from among officers in the grade of Business and Enterprise Analyst who reckon at least three years' service in a substantive capacity in the grade.

NOTE

In the absence of qualified officers in the grade of Business and Enterprise Analyst, by selection from among serving officers who –

- (i) possess a degree in Public Administration or Administration and Management or Business Studies or Business Economics and Investment Analysis or Economics or Entrepreneurial Management or Finance or Management from a recognised institution or an equivalent qualification acceptable to the Public Service Commission; and
- (ii) reckon at least three years' post-qualification experience in Business and Enterprise Development.
- B. Candidates should possess –
- (i) good organisational, interpersonal and communication skills; and
- (ii) analytical and supervisory skills.

Role and Responsibilities: To assist in the formulation and review of the business sectors including business competitiveness policies and strategies.

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*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

03 April 2017

Date.....

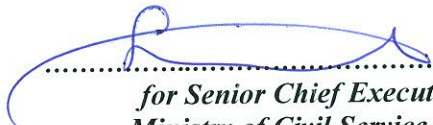
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Duties:

1. To be responsible to the Principal Business and Enterprise Analyst for the performance of the following duties –
 - (a) undertaking research work and preparing technical reports;
 - (b) monitoring the performance of business enterprises and assisting in the evaluation, implementation and monitoring of projects and support programmes;
 - (c) providing technical inputs on bilateral, regional and multilateral issues; and
 - (d) collecting statistics and information on business activities both locally and internationally.
2. To assist in the efficient and effective running of the technical unit.
3. To assist in the planning and development of the work programmes in line with business development policies and strategies.
4. To implement programmes and projects relating to Small and Medium Enterprises.
5. To provide training and coaching to subordinate staff.
6. To use ICT in the performance of his duties.
7. 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 Senior Business and Enterprise Analyst in the roles ascribed to him.

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