

GOVERNMENT OF MAURITIUS

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

- Ministry:** Local Government and Disaster Risk Management  
(National Disaster Risk Reduction and Management Centre)
- Post:** Recovery Programme Officer (Engineering)
- Salary:** Rs 25,525 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 49,950 x  
1,625 – 56,450 (19 054 081)
- Effective Date:** 26 May 2020
- Qualifications:**
- A. A degree in Civil Engineering or Chemical and Environmental Engineering from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
  - B. Candidates should –
    - (i) be able to work in a group of specialists on diverse fields;
    - (ii) be conversant with climate change and disaster risk reduction related issues;
    - (iii) have good analytical and writing skills;
    - (iv) possess good interpersonal skills with ability to establish and maintain effective working relationships with all stakeholders;
    - (v) be able to meet deadlines; and
    - (vi) be computer literate.

Candidates should produce written evidence of knowledge claimed.

**Role and Responsibilities:** To assist in the effective and efficient management of crisis during the Recovery Phase and the coordination of disaster management activities of the Centre and aligning risk assessments with Disaster Risk Reduction and Management Programmes.

- Duties:**
- 1. To be responsible to the Director-General through the Director Recovery for the performance of the following duties –
    - (a) to assist in the production and update of hazard and vulnerability risk maps for the Republic of Mauritius;
    - (b) to analyse research methods and manage the implementation of appropriate research programmes to support the work of the National Disaster Risk Reduction and Management Centre;

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CERTIFIED CORRECT

  
S. Chundusing (Mrs)  
for Secretary for Public Service

26 May 2020

Date.....



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- (c) to carry out field visits and surveys with specialised units of other Ministries/Departments and to coordinate risk assessment surveys for use in Local Disaster Risk Reduction and Management activities;
  - (d) to collate, harmonise, synthesise and draft technical reports as applicable to fulfill the requirements of the National Disaster Risk Reduction and Management Policy, Strategic Framework and Action Plan;
  - (e) to make use of technical indicators to track performance in disaster risk reduction and management;
  - (f) to work with relevant government departments to declare sensitive areas and no build zones based on risk analysis and mapping;
  - (g) to contribute in the building back of disaster resilient infrastructure and buildings during the recovery and reconstruction phases;
  - (h) to provide resource inputs in development and delivery of training and capacity building programmes;
  - (i) to assist in the manning of the National Emergency Operations Command during a crisis or disaster; and
  - (j) to act as secretary in Technical Committees.
2. To use ICT in the performance of his duties.
3. 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 Recovery Programme Officer (Engineering) in the roles ascribed to him.

**Note**

Recovery Programme Officers (Engineering) will be required to work outside normal working hours including Saturdays, Sundays and Public Holidays and during cyclonic periods and other natural calamities and emergencies.



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*S. Chundung*  
**S. Chundung (Mrs)**  
*for Secretary for Public Service*

**26 May 2020**

Date.....