

GOVERNMENT OF MAURITIUS

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

- Ministry:** Information Technology, Communication and Innovation
(Central Information Systems Division)
- Post:** Senior Systems Analyst
- Salary:** Rs 40,300 x 950 – 42,200 x 1,300 – 46,100 x 1,575 – 49,250 x 1,650 – 54,200 x 1,700 –
64,400 x 1,800 – 69,800 (04 073 092)
- Effective Date:** 03 July 2023
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of
Systems Analyst who reckon at least two years' service in a substantive capacity in
the grade and who –
- (i) possess good organising skills;
 - (ii) possess initiative and leadership skills;
 - (iii) possess strong analytical and problem solving skills;
 - (iv) are able to manage a team of IT officers; and
 - (v) possess good interpersonal and communication skills.
- Role and Responsibilities:** To be responsible for the effective management of IT Units and the smooth running
of computer systems in Ministries/Departments assigned.
- Duties:**
1. To supervise and monitor the work of Systems Analysts, Assistant Systems Analysts/Senior Assistant Systems Analysts and other subordinate staff under his supervision.
 2. To perform systems study and analysis and to prepare feasibility reports and functional specifications.
 3. To perform database, network and systems administration and maintenance and set up and manage users, groups and roles.
 4. To take preventive measures to ensure adequate capacity and availability of storage and computing systems and monitor performance to ensure optimum efficiency.

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CERTIFIED CORRECT



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B. D. Nundloll (Mrs)
for Secretary for Public Service

03 July 2023

Date.....



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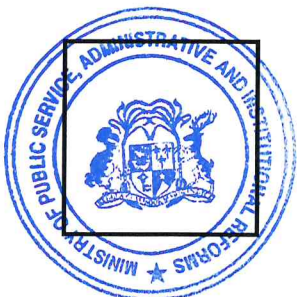
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5. To commission, set up and configure computer systems and assist in infrastructure deployment and site preparation.
6. To plan, coordinate and perform quality assurance of computer systems.
7. To implement security measures to safeguard IT systems from threats and draw up contingency plans to ensure business continuity in collaboration with all stakeholders.
8. To develop and ensure compliance with ICT standards, guidelines and methodologies.
9. To act as mentor and provide training and guidance to junior staff.
10. 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 Systems Analyst in the roles ascribed to him.

Note

Senior Systems Analysts will be required to –

- (i) work at either the Central Information Systems Division or in IT Units of Ministries/Departments; and
- (ii) continually upgrade their knowledge to keep pace with new development in ICT technologies and tools for effective and efficient service delivery.



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