

MINISTRY OF AGRO-INDUSTRY AND FOOD SECURITY

Employment of National Technical Consultant on contract basis in the Ministry of Agro-Industry & Food Security

Applications are invited from qualified candidates (**outside the service**) who wish to be considered for employment as National Technical Consultant, on a contract basis for an initial period of one year **locally** in the Ministry of Agro-Industry and Food Security

II. AGE LIMIT

Candidates should **not be above the age of 70** by the closing date for the submission of applications.

III. QUALIFICATIONS

A. By selection from among candidates who possess at least a Degree in Agriculture and a post graduate qualification in Agriculture or Management. from a recognized institution.

B. Candidates should:

- (a) have at least 5 years post qualification experience in the field of agriculture /and or managing /working on similar projects;
- (b) be familiar with the agricultural sector in Mauritius;
- (c) demonstrate/safeguard ethics and integrity in line with the values and ethical standards of the UNDP and those of the Ministry of Agro-Industry and Food Security;
- (d) promote the vision, mission, and strategic goals of Ministry of Agro-Industry and Food Security and the UNDP;
- (e) display cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- (f) demonstrate corporate knowledge and sound judgment and initiative taking;
- (g) possess strong interpersonal and communication skills to be able to interact effectively with multi-disciplinary teams;
- (h) create synergies through self-control;
- (i) possess strong managerial skills to lead and motivate staff and ensure that team spirit prevails;
- (j) encourage learning and sharing of knowledge;

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- (k) be IT literate and capable of using IT tools;
- (l) ensure transparency and good governance in decision-making process;
and
- (m) be fluent in English both written and oral.

Note

1. Candidates should produce written evidence of knowledge claimed.
2. **The onus for the submission of written evidence of knowledge claimed rests on the candidates. Applications will not be considered in case of non-submission of written evidence of knowledge claimed by the closing date.**

IV. DUTIES AND SALARY

1. To be responsible to the Senior Chief Executive of the Ministry of Agro-Industry and Food Security through the National Project Manager, Islands Project and the Director, Agricultural Services of the Ministry for the day to day performance of the following duties:
 - (i) To be responsible for the implementation of all project activities of the Ministry of Agro-Industry and Food Security in consultation with stakeholders, including the preparation of related Terms of Reference
 - (ii) To assist the National Project Manager in day-to-day management and oversight of project activities;
 - (iii) To prepare and submit timely progress reports of activities;
 - (iv) To ensure that all project documentation (progress reports, consulting and other technical reports, minutes of meetings, etc.) are properly maintained in hard and electronic copies in an efficient and readily accessible filing system, when required by the Project Board, the Implementation Committee on Agro-Chemical Waste Management, UNDP and relevant project consultants;
 - (v) To provide administrative and logistical assistance to the Implementation Committee on Agro-Chemical Waste Management;
 - (vi) To assist in the development of regulations to the Use of Pesticides Act 2018;
 - (vii) To assist in the improvement of the management of empty pesticide containers;
 - (viii) To organise gender-responsive training and awareness campaign targeting small farmers on the sound application of pesticides and the management of empty pesticide containers;

- (ix) To assist in the provision of gender-responsive training to key stakeholders on new/amended regulations under the Use of Pesticides Act 2018;
- (x) To assist in the preparation of extension tools for farmer sensitization;
- (xi) To monitor funds received and expenses incurred of project activities and assist in the preparation of accounts, in consultation with Finance Section of the Ministry of Agro-Industry and Food Security;
- (xii) To provide support for the evaluation and auditing of project activities;
- (xiii) To use ICT in the performance of his duties; and
- (xiv) 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 National Technical Consultant in the roles ascribed to him.

Note:

In case of a force majeure/public emergency, the National Technical Consultant is required to be available to provide his services to ensure business continuity either through work from home, remote working, working online or work performed through any other IT system.

V. SALARY

A monthly all- inclusive allowance of Rs 58,200.

VI. CONDITIONS OF EMPLOYMENT

- (i) The employment will be purely on a contract basis; and
- (ii) The employment on contract will not give the selected candidate any claim for permanent appointment in the Public Service.

VII. MODE OF APPLICATION

1. Qualified candidates should submit their application on the prescribed form which may be obtained during office hours at the Human Resource Section of the Ministry of Agro-Industry and Food Security, 4th Floor, Dentamax House (ex-Blendax House), Dumas Street, Port Louis.
2. This advertisement together with the Application Form are available on the website of the Ministry of Agro-Industry and Food Security at the following address: <https://agriculture.govmu.org>
3. Envelopes should be clearly marked on the top left corner “**Employment of National Technical Consultant on contract**”.

4. Candidate should submit their application together with copies of their academic and professional qualifications, National Identity Card and proof of experience (if any).
5. Acknowledgement of applications will be made, as far as possible by **e-mail**. Candidates are, therefore, advised to submit their e-mail address.

VIII. IMPORTANT

1. Incomplete, inadequate or inaccurate filling of application form may entail elimination of the applicant.
2. Qualifications obtained after the closing date for the submission of applications as specified in the advertisement will not be accepted. Only qualified candidates should apply.
3. Application not made on the prescribed form will not be accepted.
4. Only the best qualified candidates will be called for interview.
5. The Ministry reserves the right not to make any employment following this advertisement.

IX. CLOSING DATE OF APPLICATION

Application Forms should reach the Permanent Secretary Ministry of Agro-Industry and Food Security (Human Resource Section),, 4th Floor, Dentamax House (ex Blendax House), Dumas Street, Port Louis **not later than 15 00 hours (local time) on 22 August 2024**. Application Forms received after the specified closing date and time will **not** be considered.

Ministry of Agro-Industry
and Food Security
Human Resource Section
4th Floor, Dentamax House
(ex Blendax House)
Dumas Street
Port Louis

Date: **2 August 2024**