

## **PUBLIC SERVICE COMMISSION CIRCULAR NOTE NO. 40 OF 2023**

### **Vacancies for the post of Agricultural Superintendent**

#### **Ministry of Agro-Industry and Food Security**

Applications are invited from qualified officers of the Ministry of Agro-Industry and Food Security who wish to be considered for appointment as Agricultural Superintendent in the Ministry.

## **II. 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.

### **NOTE**

**The onus for the submission of equivalence of qualification (if applicable) from the relevant authorities (Higher Education Commission or Mauritius Qualifications Authority) rests on the candidates. Applications will not be considered in case of non-submission of Equivalence Certificate, as appropriate, by the closing date.**

## **III. ROLE AND RESPONSIBILITIES**

To be responsible for the administrative management of the Division in line with the goals and objectives of the Ministry.

## **IV. DUTIES AND SALARY**

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.
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.

The permanent and pensionable post carries salary in the scale of 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 a month.

#### **V. MODE OF APPLICATION**

1. Qualified candidates should submit their application **electronically** *via* the website of the Public Service Commission at the following address:  
  
<https://psc.govmu.org>
2. Candidates are requested to follow the procedures that can be accessed through the “**How to Apply**” option on the above address.
3. Candidates **should** also submit a printed copy of their Application Form, **duly signed**, through the Senior Chief Executive, Ministry of Agro-Industry and Food Security.
4. For queries regarding **Username and Password**, the Government Online Centre (GOC) may be contacted on the e-mail address [support@ncb.mu](mailto:support@ncb.mu) or on phone number **454 9955**.

5. For **technical support and other queries**, the helpdesk of the Public Service Commission may be contacted on the e-mail address [pdsc@govmu.org](mailto:pdsc@govmu.org) or phone number **670 9705** or fax number **670 3417**.
6. Candidates are also advised to read carefully the **“NOTES AND INSTRUCTIONS FOR ONLINE APPLICATION (in response to PSC Circular Notes)”** before filling in the Application Form. Care should be taken to fill in the online Application Form correctly. **Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the candidate.**

**V. CLOSING DATE**

Online Applications should be submitted **not later than 15 00 hours (local time) on 5 June 2023**. Applications received after the specified closing date and time will **not** be considered.

Public Service Commission,  
7, Louis Pasteur Street,  
**FOREST SIDE.**

**Date: 16 May 2023.**