

**MAURITIUS PORTS AUTHORITY**

**CIRCULAR NOTE NO. 08 OF 2018**

**TO: ALL EMPLOYEES**

**DATE: 9 August 2018**

Applications are invited from serving personnel for the filling of vacancies in the following grades:-

- 1. POST : MANAGER, HUMAN RESOURCES (CAPACITY BUILDING)**
- SALARY SCALE :** Rs 48,200 x 1,400 - 55,200 x 2,000 - 57,200 x 2,300 – 64,100 x 3,400 - 74,300 x 4,600 - 97,300
- QUALIFICATIONS :**
- (i) A Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education 'Advanced Level'
  - (ii) Bachelor Degree in Human Resources Management or Management with specialization in HR
  - (iii) Master's in Business Administration or MSc in Human Resources Management or MSc in Strategic Management or MSc in Industrial and Organizational Psychology or equivalent
- EXPERIENCE :** At least 7 years post-qualification experience in HR out of which 3 years should be at a senior position in the training field

**Note:** Experience in Oracle HRMS would be an advantage

- 2. POST : MANAGER (CONCESSIONS & LICENSING)**
- SALARY SCALE :** Rs 48,200 x 1,400 - 55,200 x 2,000 - 57,200 x 2,300 – 64,100 x 3,400 - 74,300 x 4,600 - 97,300
- QUALIFICATIONS :**
- (i) A Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education 'Advanced Level'
  - (ii) Bachelor Degree in Logistics & Transport Management or Management or Business Management or Logistics & Supply Chain Management or Economics or Member of Chartered Institute of Transport and Logistics (UK) (By Examinations) or equivalent

- (iii) Masters in Business Administration or Port Management & Shipping Administration/Logistics and Transport or Economics or equivalent

**EXPERIENCE** : At least 7 years' experience in Transport and Logistics out of which 3 years should be in port environment at a Senior position

**3. POST** : **SUPERINTENDENT (ELECTRICAL SERVICES)**

**SALARY SCALE** : Rs 34,400 x 1,300 – 37,000 x 1,400 – 55,200 x 2,000 – 57,200 x 2,300 – 64,100 x 3,400 – 74,300

**QUALIFICATIONS** : (i) A Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education 'Advanced Level'

(ii) Diploma in Electrical Engineering

**EXPERIENCE** : At least 5 years' post qualification experience in related field

**Note:** Experience in instrumentation & control and HV power systems would be an advantage

**OR**

By selection from serving officers in the grade of Chief Technician (Electrical Services) in a substantive capacity holding a Diploma in Electrical Engineering with at least 3 years' post qualification experience

**4. POST** : **SUPERINTENDENT (MECHANICAL SERVICES)**

**SALARY SCALE** : Rs 34,400 x 1,300 – 37,000 x 1,400 – 55,200 x 2,000 – 57,200 x 2,300 – 64,100 x 3,400 – 74,300

**QUALIFICATIONS** : (i) A Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education 'Advanced Level'

(ii) Diploma in Mechanical Engineering

**EXPERIENCE** : At least 5 years' post qualification experience

**OR**

By selection from serving officers in the grade of Chief Technician (Mechanical Services) in a substantive capacity holding a Diploma in Mechanical Engineering with at least 3 years' post

qualification experience

5. **POST** : **SUPERINTENDENT (MARINE ENGINEERING)**
- SALARY SCALE** : Rs 34,400 x 1,300 – 37,000 x 1,400 – 55,200 x 2,000 – 57,200 x 2,300 – 64,100 x 3,400 – 74,300
- QUALIFICATIONS** : CoC (3) Marine Engineering Officer as per STCW 1978 as amended or Chief Engineer Fishing vessels of not less than 3000kw
- EXPERIENCE** : At least 2 years as Controller (Marine Engineering)
6. **POST** : **SUPERINTENDENT (PORT EMERGENCY SERVICES)**
- SALARY SCALE** : Rs 34,400 x 1,300 – 37,000 x 1,400 – 55,200 x 2,000 – 57,200 x 2,300 – 64,100 x 3,400 – 74,300
- QUALIFICATIONS** : (i) A Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education 'Advanced Level'
- (ii) Diploma of the Institute of Fire Engineers (Level 3) or equivalent
- (iii) Certificates in swimming/diving
- (iv) First Aid Certificate
- EXPERIENCE** : At least 10 years' experience in fire-fighting, fire prevention and environmental protection out of which 5 years should be at a Senior Station Officer level/Controller (PES)
7. **POST** : **CHIEF TECHNICIAN (ELECTRICAL SERVICES)**
- SALARY SCALE** : Rs 28,800 x 1,000 – 31,800 x 1,300 – 37,000 x 1,400 – 55,200 x 2,000 – 57,200 x 2,300 – 61,800
- QUALIFICATIONS** : (i) A Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education 'Advanced Level'
- (ii) Diploma in Electrical Engineering
- EXPERIENCE** : At least 4 continuous years post qualification experience in related field
- Note:** Experience in Instrumentation & Control and HV power systems would be an advantage

**OR**

By selection from serving officers in the grade of Senior Technician (Electrical Services) holding a substantive appointment and reckoning at least 20 years' experience in the department

8. **POST** : **CONTROLLER, PORT OPERATIONS**
- SALARY SCALE** : Rs 28,800 x 1,000 – 31,800 x 1,300 – 37,000 x 1,400 – 55,200 x 2,000 – 57,200 x 2,300 – 61,800
- QUALIFICATIONS** : (i) A Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education 'Advanced Level'
- (ii) Diploma of Chartered Institute of Logistics and Transport or Diploma in Logistics and Transport or Management or equivalent
- EXPERIENCE** : At least 3 years' post qualifications experience in port operations

9. **POST** : **OFFICER, HUMAN RESOURCES**
- SALARY SCALE** : 25,300 x 800 – 26,900 x 900 – 27,800 x 1,000 – 31,800 x 1,300- 37,000 x 1,400 – 52,400
- QUALIFICATIONS** : (i) A Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education 'Advanced Level'
- (ii) Diploma in the field of Management or Human Resource Management or Psychology or Law or equivalent
- EXPERIENCE** : At least 3 years' experience in HR field

**Note:** Experience in Oracle HRMS would be an advantage

10. **POST** : **OFFICER, FINANCE**
- SALARY SCALE** : 25,300 x 800 – 26,900 x 900 – 27,800 x 1,000 – 31,800 x 1,300- 37,000 x 1,400 – 52,400
- QUALIFICATIONS** : (i) A Cambridge Higher School Certificate or passes in at least two subjects obtained on one certificate at the General Certificate of Education "Advanced Level"
- (ii) At least 5 subjects of the fundamental level of the ACCA or equivalent

**EXPERIENCE** : At least 3 years experience in either Finance or Accounting field

**Note:** Experience in Oracle Financial would be an advantage

**11. POST** : **OFFICER, PROCUREMENT & SUPPLY**

**SALARY SCALE** : 25,300 x 800 – 26,900 x 900 – 27,800 x 1,000 – 31,800 x 1,300-  
37,000 x 1,400 – 52,400

**QUALIFICATIONS** : (i) A Cambridge Higher School Certificate or passes in at least  
two subjects obtained on one certificate at the General  
Certificate of Education “Advanced Level”  
  
(ii) Diploma in Procurement & Supply or Accounting/Finance  
or equivalent

**EXPERIENCE** : At least 2 years’ experience in Procurement/Inventory field

**12. POST** : **OFFICER, SECRETARIAL SERVICES**

**SALARY SCALE** : 25,300 x 800 – 26,900 x 900 – 27,800 x 1,000 – 31,800 x 1,300-  
37,000 x 1,400 – 52,400

**QUALIFICATIONS** : (i) A Cambridge Higher School Certificate or passes in at least  
two subjects obtained on one certificate at the General  
Certificate of Education “Advanced Level”  
  
: (i) Diploma in Secretarial Studies from a recognised  
institution

**EXPERIENCE** : At least 3 years’ in Secretarial / Administrative duties

**13. POST** : **HEAD OFFICE CARE ATTENDANT**

**SALARY SCALE** : Rs 20,500 x 800 – 26,900 x 900 – 27,800 x 1,000 – 31,800 x 1,300  
– 37,000 x 1,400 – 46,800

**QUALIFICATIONS** : Secondary schooling up to School Certificate

**EXPERIENCE** : By selection from the grade of Office Care Attendant reckoning  
at least five years’ experience

Applications forms are obtainable at the Enquiry Counter of the MPA, Ground Floor, H. Ramnarain Building, Mer Rouge, Port Louis.

The application forms duly filled in should be forwarded to the Director General, H. Ramnarain Building, Mer Rouge, Port Louis, not later than **23 August 2018**.

Only the best qualified candidates will be called for interview. Late applications will not be considered.

The onus for the submission of equivalence of qualifications from relevant authorities rests on the candidates.

The Mauritius Ports Authority reserves the right not to fill the vacancies following this advertisement.



**M. MOLOO**  
For Director General