UNIVERSITY OF MAURITIUS

VACANCIES

The University of Mauritius, as an equal opportunity employer, is inviting applications from suitably qualified candidates for the posts of:

1. **Assistant Systems Analyst/Programmer**
2. **Technical Assistant/Senior Technical Assistant**

Note:

1. Candidates should have reached their 18th birthday and unless already in Public Sector (Civil Service, Parastatal and other Statutory Bodies/Approved Service, Government Service) should **not** have reached their 45th birthday by the closing date for the submission of applications.

2. Appointment will be in a substantive capacity with a probationary period of one year.

1. ASSISTANT SYSTEMS ANALYST/PROGRAMMER

SALARY SCALE:
(UOM 43)
Rs 21850 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 - 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 – 49250 x 1650 – 54200

QUALIFICATIONS:
A Diploma in Computer Science or any other acceptable alternative qualifications.

Preference will be given to candidates having at least two years post Diploma experience in the following:
- Object oriented programming techniques;
- DOT NET/Visual Basic/ASP/PHP;
- Reporting tools like Crystal Report;
- Database management tools like MS Access, MS SQL Server or MYSQL

Candidates should also possess:
- Strong interpersonal skills;
- Good verbal and written communication skills;
- Good track record for problem solving and a sound analytical ability.

DUTIES:
Under general supervision to:
1. participate in all stages of Software Development Life Cycle;
2. code, test and implement new software applications;
3. maintain existing software applications;
4. write quality documentation and user manual for software developed;
5. provide training and support to end-users;
6. perform other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Assistant Systems Analyst/Programmers in the roles ascribed to them.

2. TECHNICAL ASSISTANT/SENIOR TECHNICAL ASSISTANT

SALARY SCALE:
(UOM 27)

Rs 17305 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 - 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 - 35650 x 900 – 37450 x 950 – 40300

QUALIFICATIONS:

A (a) A Cambridge School Certificate with credit in at least five subjects including English Language, French and Biology or Chemistry or Physics obtained at not more than two sittings.

or

(b) Passes not below Grade C in at least five subjects including English Language, French and Biology or Chemistry or Physics obtained at not more than two sittings at the General Certificate of Education "Ordinary Level" provided that at one of the sittings, passes have been obtained either (i) in five subjects including English Language with at least Grade C in any two subjects or (ii) in six subjects including English Language with at least Grade C in any one subject or an equivalent qualification acceptable to the University of Mauritius.

or

Note:
Candidates not possessing a credit in English Language at the Cambridge School Certificate will also be considered provided they possess passes in at least two subjects at "Principal Level" and one subject at "Subsidiary Level" as well as the General Paper obtained on one certificate at the Cambridge Higher School Certificate Examinations.

B A Cambridge Higher School Certificate with passes at Principal Level in at least two subjects including Biology **or** Chemistry **or** Physics obtained on one certificate.

or

Passes in at least two subjects including Biology **or** Chemistry **or** Physics obtained on one certificate at the General Certificate of Education "Advanced level".

or

An equivalent qualification acceptable to the University of Mauritius.

(Qualification at A above should have been obtained prior to qualification at B above)

C A Certificate in IT from a recognized institution.

DUTIES:

1. To assist in the collection, preparation and preservation of materials for teaching and for research.

2. To assist in assembly of equipment.

3. To assist in maintenance of equipment.

4. To clean, oil and grease machinery and equipment under supervision.

5. To tidy laboratories, workshops and stores.

6. To operate, as required, technical equipment under supervision.

7. To carry materials required in teaching and/or research from one area of operation to another.

8. To open, unpack, repack, and place in stores/laboratory/workshop packages containing equipment etc.

9. To assist in work related to research, teaching and projects by staff and students as applicable.

10. To assist in practical classes and demonstrations, etc.

11. To assist in the installation, maintenance and repair works as required in the laboratory, workshop or other site of work.

12. To assist in the inventory of assets.

13. To use ICT in the performance of his duties.

14. To perform other duties directly related to the main duties listed above or related to the delivery of the output and results expected from Technical Assistants/Senior Technical Assistants in the roles ascribed to them.

MODE OF APPLICATION

Applications must be submitted electronically through the University of Mauritius online Application System which can be accessed on https://apply.uom.ac.mu/nonacadrecruit.

Applicants should fill in and submit the application form online and attach the following documents:

- educational certificates;

- birth certificate and marriage certificate (if applicable);

- testimonials of work experience claimed; and

- Equivalence of qualifications (where applicable). **CANDIDATES WHO POSSESS AN EQUIVALENT QUALIFICATION ARE REQUIRED TO SUBMIT AN EQUIVALENCE CERTIFICATE FROM RELEVANT AUTHORITIES, FAILING WHICH THEIR APPLICATION WILL NOT BE CONSIDERED.**

CLOSING DATE

The closing date for submission of the online application and all relevant documents/ certificates is **Friday 03 May 2024 at latest**.

INCOMPLETE APPLICATIONS AND APPLICATIONS/DOCUMENTS RECEIVED AFTER THE CLOSING DATE WILL NOT BE CONSIDERED. APPLICATIONS SENT BY POST/COURRIER SERVICE/FAX OR EMAIL WILL <u>NOT</u> BE ACCEPTED.

Upon selection for the post, candidates will be required to produce a valid Certificate of Character.

General information on the University of Mauritius is available on the UoM website
www.uom.ac.mu

The University of Mauritius is an Equal Opportunity Employer. *Disabled persons having the required qualifications are encouraged to apply.*

The University of Mauritius reserves the right:

(i)   to conduct a written/aptitude test as and when required;

(ii)   to call for interview only the most appropriately and best qualified applicants;

(iii) not to make any appointment as a result of this advertisement.

DIRECTOR OF HUMAN RESOURCES
UNIVERSITY OF MAURITIUS
12 April 2024